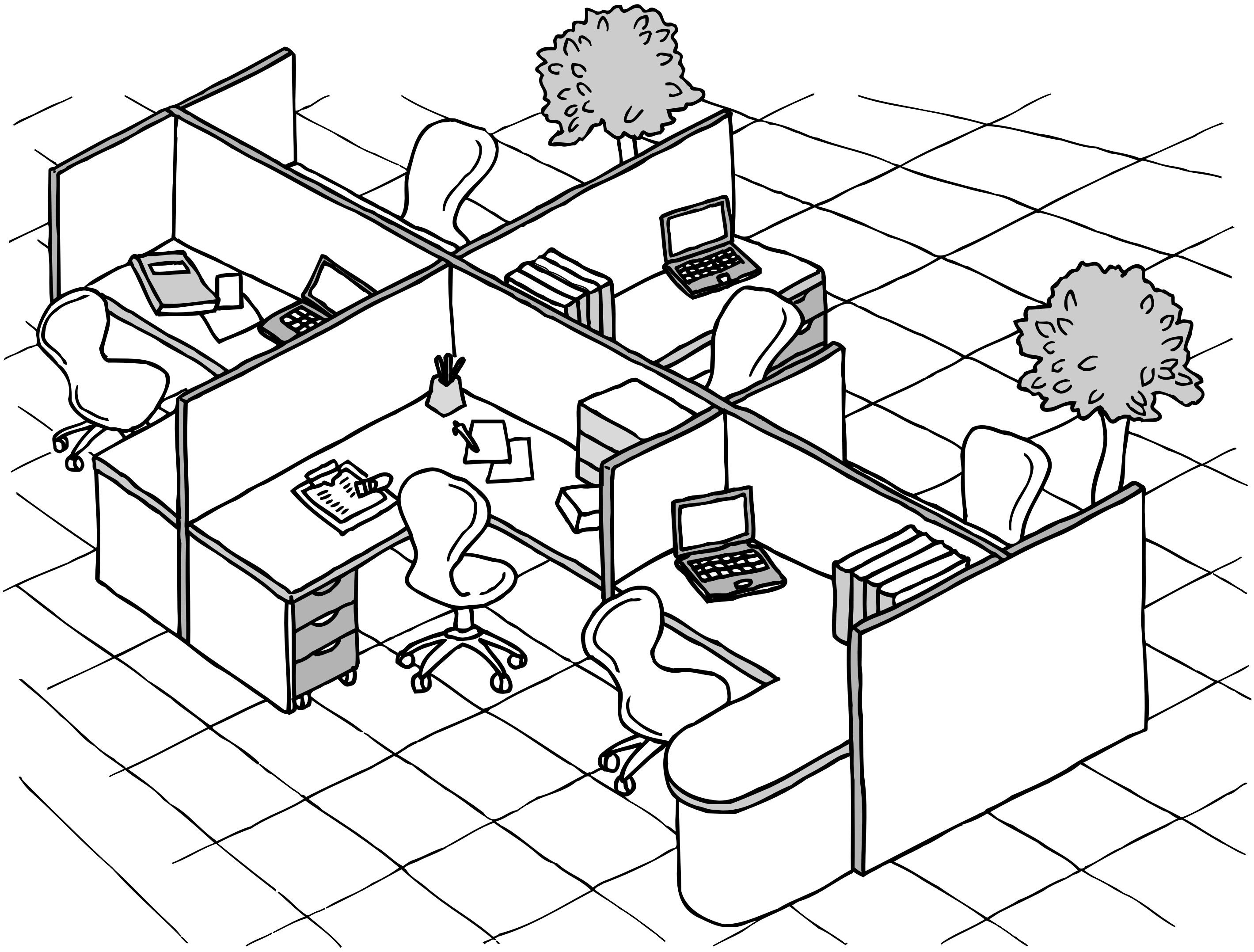
Panasonic®

Software

Operating Instructions

(For Document Management System and Printer)

Model No. DP-2310/3010/3510/4510/6010



WORKIO

Before operating this software, please read these instructions completely and keep these operating instructions for future reference.

English

The following trademarks and registered trademarks are used throughout this manual:

Microsoft, MS-DOS, Windows and Windows NT are registered trademarks of Microsoft Corporation in the USA and other countries.
i386, i486 and Pentium are trademarks of Intel Corporation.
Centronics is a registered trademark of Centronics Data Computer Corporation.
TrueType is a registered trademark of Apple Computer, Inc.
All other trademarks identified herein are the property of their respective owners.

Copyright © 2003 by Panasonic Communications Co., Ltd.
All rights reserved. Unauthorized copying and distribution is a violation of law.
Published in Japan.

The contents of these Operating Instructions are subject to change without notice.

Table of Contents

Before Starting

Precautions **7**
- For Users in the USA 7

External View and Control Panel **8**
- External View 8
- Control Panel 9

Printer Section

Installing the Printer Driver **12**
- Windows 98/Me/NT/2000/XP 12
- Connecting with a USB Cable (Windows 98) 18
- Connecting with a USB Cable (Windows Me) 22
- Connecting with a USB Cable (Windows 2000) 25
- Connecting with a USB Cable (Windows XP) 28

Installing the LPR (Line Printer Remote) Monitor **30**
- Windows 98/Me 30
- Windows NT 4.0 34
- Windows 2000/XP 38

Configuring the Printer Driver Settings **42**
- Windows 98/Me 42
- Windows NT 4.0 (Administrator) 50
- Windows NT 4.0 (User) 60
- Windows 2000/XP (Administrator) 61
- Windows 2000/XP (User) 72
- All Windows Common Settings 73

Print Operation **80**
- Printing from Windows Applications 80
- Printing on Network 81

Document Management System Section

Installing the Document Management System **84**
- Windows 98/Me/NT/2000/XP 84

Document Manager **88**
- Main Window 88
- Basic Operations 90
- Setting Plug-in 92
- File Menu 93
- Edit Menu 98
- View Menu 99
- Document Menu 100
- Options Menu 102

Image Converter **103**
- General Description 103
- Windows 98/Me 103
- Windows NT 4.0 104
- Windows 2000/XP 105

Table of Contents

Document Management System Section

Document Viewer **106**
- Main Window 106
- Basic Operations 108
- Annotation Function 109
- File Menu 110
- Edit Menu 114
- View Menu 115
- Page Menu 116
- Annotation Menu 119
- Window Menu 128

Network Scanner **129**
- Network Scanner Settings 129
- Panasonic Communications Utility 131

Panafax Desktop **132**
- General Description 132
- Connection Configurations (For the Network Connected Models) 133
- Connection Configurations (For the Local Connected Models) 135
- Installation and Setup (For the Network Connected Models) 137
- Installation and Setup (For the Local Connected Models) 146
- Sending Document 150
- Receiving Document 153
- Registering the Personal Phone Book 154
- Cover Sheet 159
- Main Window and Toolbar 161
- Configuration Menu 163
- Send Log/Receive Log 165

Network Status Monitor **168**
- Network Device Locator 168
- Task Display 170
- Taskbar Menu 171
- Display Status Details 172
- Job Completion Notice 177

Network Configuration Editor/Address Book Editor **179**
- General Description 179
- Activation Procedure 180
- Create Shortcut Links 181
- Main Window 182
- Basic Operation 184
- Advanced Operation 187

Troubleshooting

Troubleshooting **197**
- Printing Operation Fails 197
- Document is Not Printed Correctly 198
- Error Messages Displayed on the Computer 199

Appendix

Appendix **200**
- Printing/Scanning Area 200

memo

Precautions

For Users in the USA

This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the Operating Guide, may cause harmful interference to radio communications.

Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his/her own expense.

Any unauthorized changes or modifications to this equipment would void the users authority to operate this device.

Warning: To assure continued compliance, use only a shielded interface cable when connecting the machine's parallel interface port to the host computer. Also, any changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate this equipment.

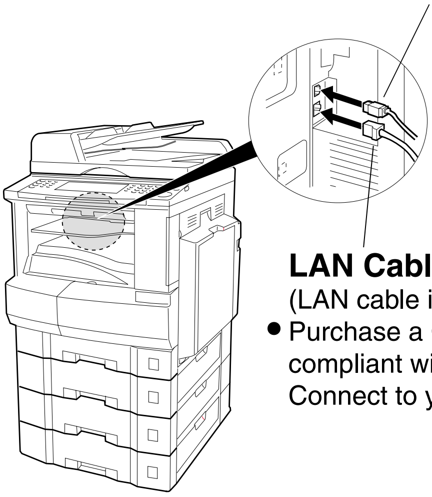
This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

- You need to read the software license agreement before setting up the Printer Driver.
- You need to read the following precautions which are described in the Copier & Facsimile and Internet Fax Operating Instructions manuals.
  1. Installation
  2. Ventilation
  3. Handling
  4. Toner and Paper
  5. For Your Safety

External View and Control Panel

External View

■ DP-2310/3010



USB Cable

(USB cable is not included with the product)

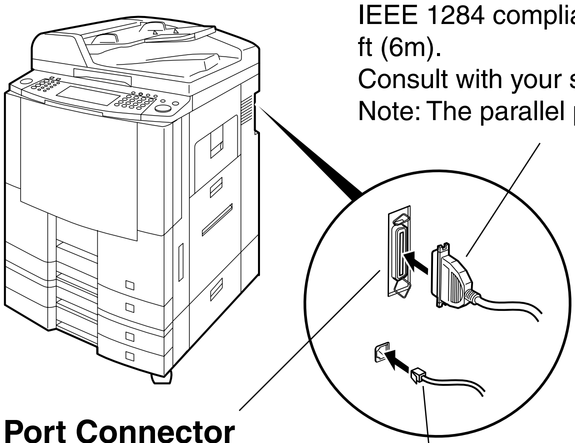
- For peak performance and optimal data transmission, purchase an Universal Serial Bus 2.0 (USB2) Hi-Speed Cable. Consult with your service provider for further details.
  Note: The USB port is only available if using the printer driver.

LAN Cable (10Base-T/100Base-TX Cable)

(LAN cable is not included with the product)

- Purchase a Category 5 (CAT 5) Cable, compliant with EIA/TIA 568-A-5 standard.
  Connect to your 10Base-T/100Base-TX Ethernet Network.

■ DP-3510/4510/6010



Parallel Interface Cable

(Parallel Interface Cable is not included with the product)

- For peak performance and optimal data transmission, purchase an IEEE 1284 compliant parallel interface cable (maximum length of 20 ft (6m).
  Consult with your service provider for further details.
  Note: The parallel port is only available if using the printer driver.

Parallel Port Connector

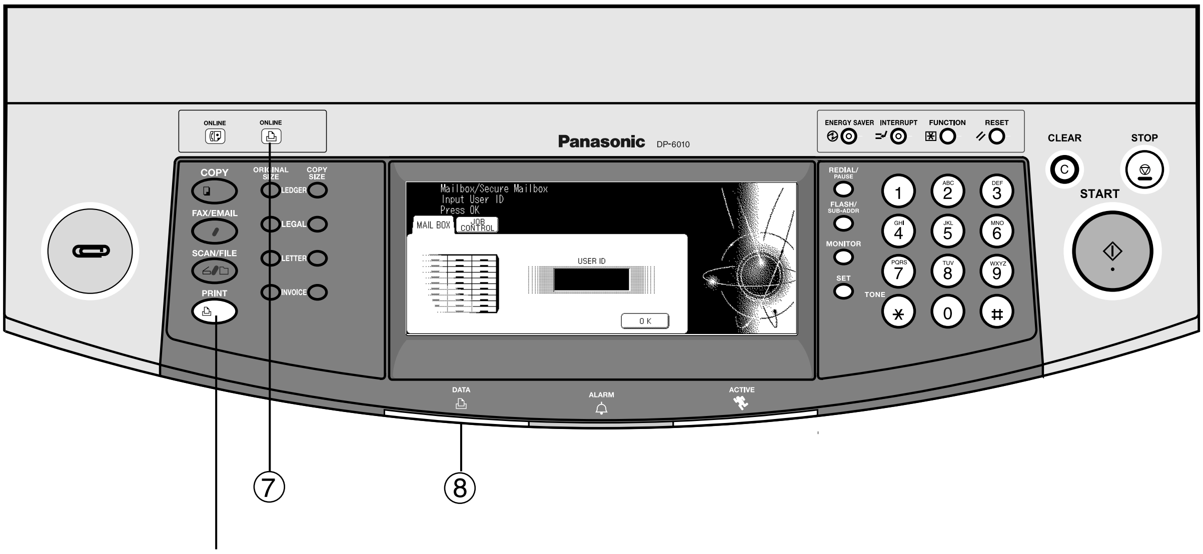
- Connect the 36 pin Centronics male end of the cable to the Parallel Port on the machine.

LAN Cable (10Base-T/100Base-TX Cable)

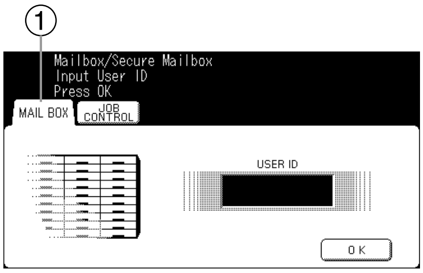
(LAN cable is not included with the product)

- Purchase a Category 5 (CAT 5) Cable, compliant with EIA/TIA 568-A-5 standard.
  Consult with your service provider for further details.
  Connection from your 10Base-T/100Base-TX Ethernet Network.

Control Panel

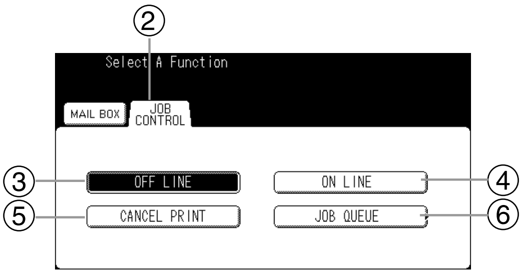

ONLINE
ONLINE
Panasonic DP-6010
ENERGY SAVER
INTERRUPT
FUNCTION
RESET
CLEAR
STOP
START
COPY
FAX/EMAIL
SCAN/FILE
PRINT
ORIGINAL SIZE
COPY SIZE
LEDGER
LEGAL
LETTER
INVOICE
REDIAL/PAUSE
FLASH/SUB-ADDR
MONITOR
SET
TONE
DATA
ALARM
ACTIVE
⑦
⑧

Press Print Key



Mailbox/Secure Mailbox
Input User ID
Press OK

①
MAIL BOX
JOB CONTROL
USER ID
OK



Select A Function

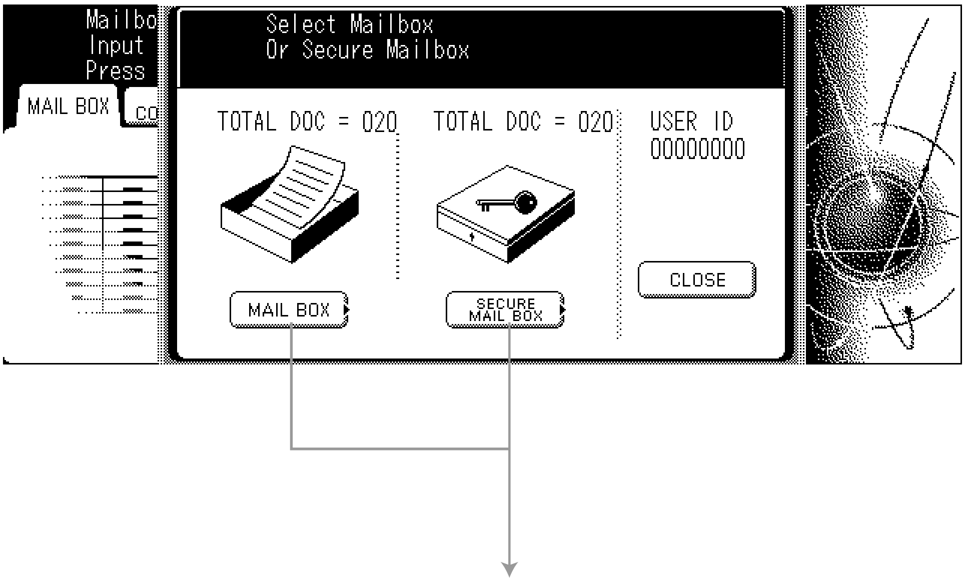
②
MAIL BOX
JOB CONTROL
③
OFF LINE
ON LINE
④
⑤
CANCEL PRINT
JOB QUEUE
⑥

No.	Name	Function
①	MAIL BOX	Used to print or delete the print data. This feature is available if the optional Hard Disk Drive Unit (DA-HD30/HD60) is installed. (See page 10)
②	JOB CONTROL	Selects printer jobs.
③	OFF LINE	Switches the printer to off-line status. (The printer cannot be set off-line when the DATA indicator is blinking.
④	ON LINE	Switches the printer to on-line status.
⑤	CANCEL PRINT	Used to cancel the print job.
⑥	JOB QUEUE	Selects print job priority, print jobs for deletion and allows viewing of all pending print or copy jobs. (See page 11)
⑦	ON LINE Indicator	Lit : Printer is online Off : Printer is offline
⑧	DATA Indicator	Blink : Data is being received from the PC. On : Printing is being processed. Off : Printer is in standby or printing has been completed.

Control Panel

■ MAIL BOX

Enter User ID and press OK key.



Select Mailbox
Or Secure Mailbox

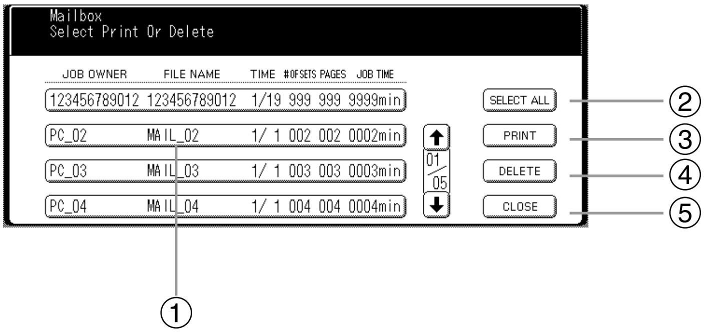
TOTAL DOC = 020

TOTAL DOC = 020

USER ID
00000000

Mailbo
Input
Press
MAIL BOX
CO
MAIL BOX
SECURE MAIL BOX
CLOSE

Select MAIL BOX or SECURE MAIL BOX



Mailbox
Select Print Or Delete

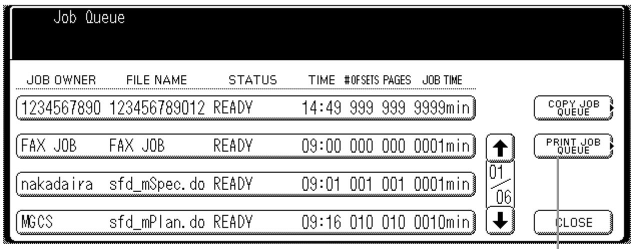
JOB OWNER	FILE NAME	TIME	#OFSETS	PAGES	JOB TIME
123456789012	123456789012	1/19	999	999	9999min
PC_02	MAIL_02	1/ 1	002	002	0002min
PC_03	MAIL_03	1/ 1	003	003	0003min
PC_04	MAIL_04	1/ 1	004	004	0004min

01/05
SELECT ALL
PRINT
DELETE
CLOSE
②
③
④
⑤
①

No.	Name	Function
①	Print Jobs	Indicates all current and/or pending print jobs.
②	SELECT ALL	Selects all print jobs. (For MAIL BOX only)
③	PRINT	Prints the job. Machine prompts for the 4-digit password if printing from Security Box.
④	DELETE	Deletes print job(s). Machine prompts for the 4-digit password if deleting from Security Box.
⑤	CLOSE	Closes this screen.

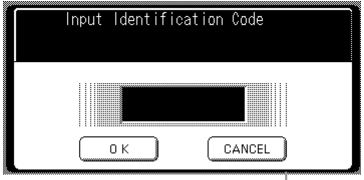
Control Panel

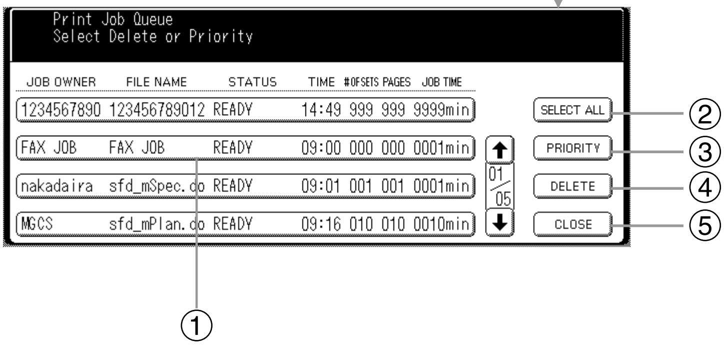
■ JOB QUEUE


Job Queue

JOB OWNER	FILE NAME	STATUS	TIME	#OFSETS	PAGES	JOB TIME
1234567890	123456789012	READY	14:49	999	999	9999min
FAX JOB	FAX JOB	READY	09:00	000	000	0001min
nakadaira	sfd_mSpec.do	READY	09:01	001	001	0001min
MGCS	sfd_mPlan.do	READY	09:16	010	010	0010min

Enter the 4-digit password and press OK key.


Input Identification Code


Print Job Queue
Select Delete or Priority

JOB OWNER	FILE NAME	STATUS	TIME	#OFSETS	PAGES	JOB TIME
1234567890	123456789012	READY	14:49	999	999	9999min
FAX JOB	FAX JOB	READY	09:00	000	000	0001min
nakadaira	sfd_mSpec.do	READY	09:01	001	001	0001min
MGCS	sfd_mPlan.do	READY	09:16	010	010	0010min

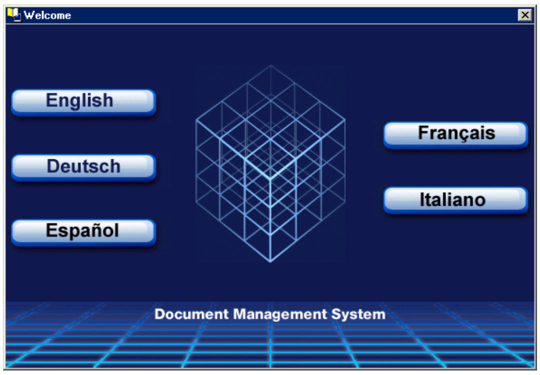
No.	Name	Function
①	Print Jobs	Indicates all current and/or pending print jobs.
②	SELECT ALL	Selects all print jobs.
③	PRIORITY	Set or change the print job(s) priority. This feature is available if the optional Hard Disk Drive Unit (DA-HD30/HD60) is installed.
④	DELETE	Deletes print job(s).
⑤	CLOSE	Closes this screen.

Installing the Printer Driver

Windows 98/Me/NT/2000/XP

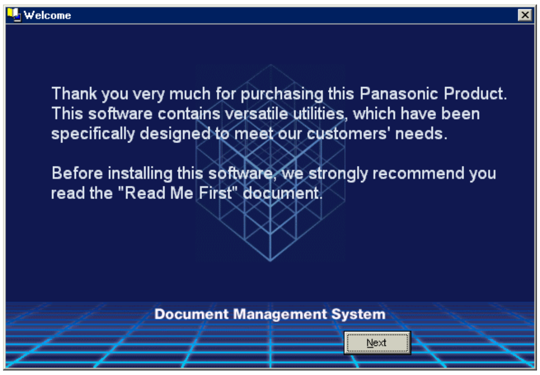
1 Insert the Panasonic Document Management System CD-ROM.

2


Welcome
English
Deutsch
Español
Français
Italiano
Document Management System

Click on the desired language.

3

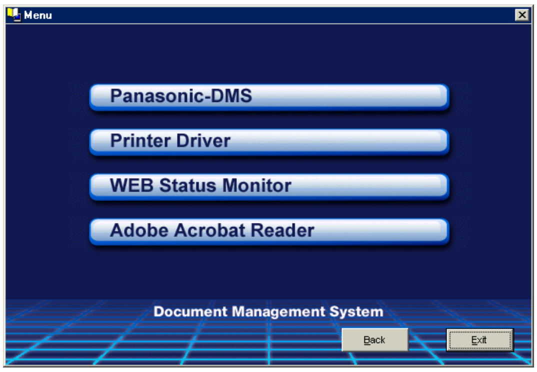

Welcome
Document Management System
Next

Thank you very much for purchasing this Panasonic Product. This software contains versatile utilities, which have been specifically designed to meet our customers' needs.

Before installing this software, we strongly recommend you read the "Read Me First" document.

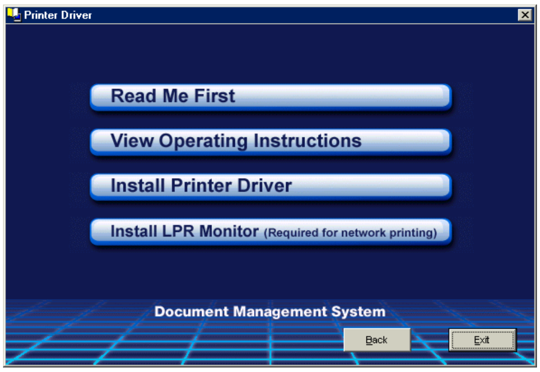
Click the Next button.

4


Menu
Panasonic-DMS
Printer Driver
WEB Status Monitor
Adobe Acrobat Reader
Document Management System
Back
Exit

Click **Printer Driver**.

5

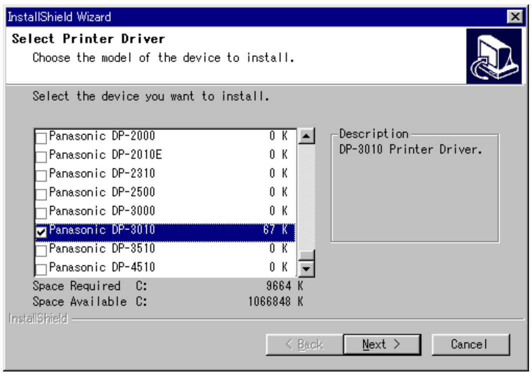

Printer Driver
Read Me First
View Operating Instructions
Install Printer Driver
Install LPR Monitor (Required for network printing)
Document Management System
Back
Exit

Note for Windows 98/Me users:
If your computer does not have the LPR Port Monitor installed, please proceed to "Installing the LPR Monitor" on page 30 before continuing this installation.

Click **Install Printer Driver**.

Windows 98/Me/NT/2000/XP

6


InstallShield Wizard
InstallShield
< Back
Next >
Cancel

Select Printer Driver

Choose the model of the device to install.

Select the device you want to install.

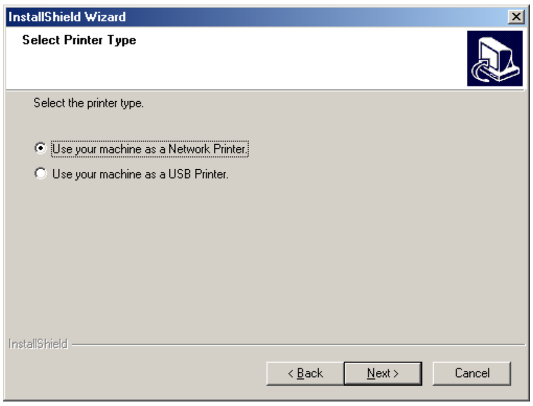
☐ Panasonic DP-2000 0 K
☐ Panasonic DP-2010E 0 K
☐ Panasonic DP-2310 0 K
☐ Panasonic DP-2500 0 K
☐ Panasonic DP-3000 0 K
☑ Panasonic DP-3010 67 K
☐ Panasonic DP-3510 0 K
☐ Panasonic DP-4510 0 K

Description: DP-3010 Printer Driver.

Space Required C: 9664 K
Space Available C: 1066848 K

Select your machine's model(s) check box and click the Next button.

7


InstallShield Wizard
InstallShield
< Back
Next >
Cancel

Select Printer Type

Select the printer type.

● Use your machine as a Network Printer.
○ Use your machine as a USB Printer.

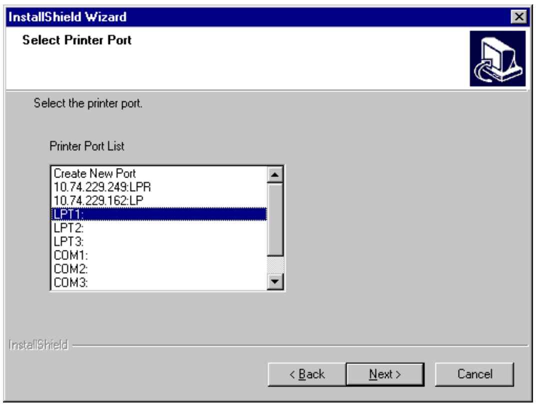
<For DP-2310/3010 only>

Select how your machine will be used, either as a Network Printer or as a USB Printer.

If USB Printer is selected, click the Next button and skip to Step 11.

Note: *Make sure that the Power Switch of your machine is OFF and the USB cable is not connected to your computer.*

8


InstallShield Wizard
InstallShield
< Back
Next >
Cancel

Select Printer Port

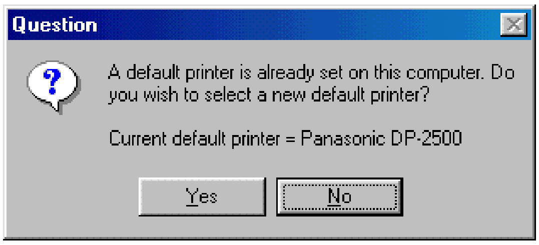
Select the printer port.

Printer Port List

Create New Port
10.74.229.249:LPR
10.74.229.162:LP
LPT1:
LPT2:
LPT3:
COM1:
COM2:
COM3:

Check **LPT1:** and click the Next button.
(See Note 2 on page 17)

9


Question
Yes
No

A default printer is already set on this computer. Do you wish to select a new default printer?

Current default printer = Panasonic DP-2500

Click the Yes button if you would like to change your current default printer to the one that you are installing.

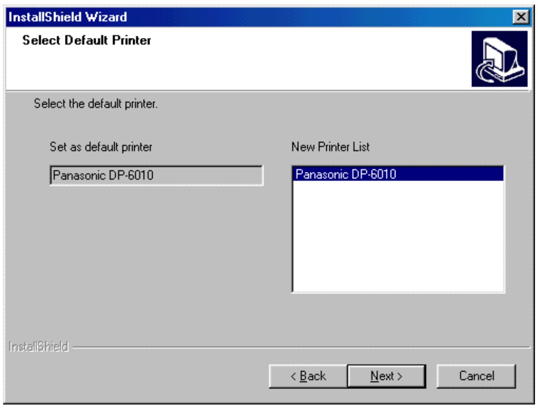
Note: *This dialog box only appears if another printer is already installed.*

Continued on the next page...

Installing the Printer Driver

Windows 98/Me/NT/2000/XP

10


InstallShield Wizard

Select Default Printer

Select the default printer.

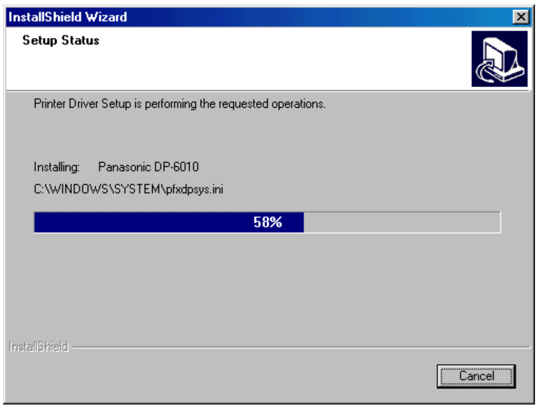
Set as default printer: Panasonic DP-6010

New Printer List: Panasonic DP-6010

InstallShield
< Back
Next >
Cancel

Select your new default printer from the New Printer List and click the Next button.

11


InstallShield Wizard

Setup Status

Printer Driver Setup is performing the requested operations.

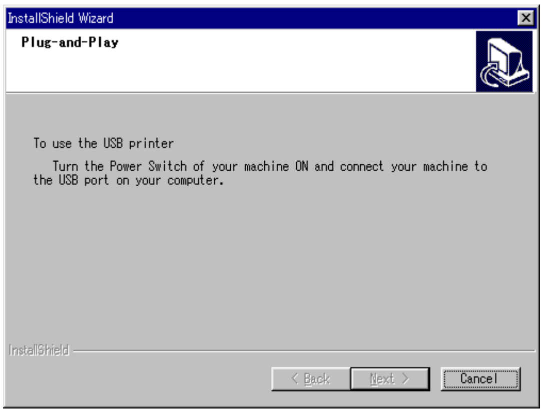
Installing: Panasonic DP-6010
C:\WINDOWS\SYSTEM\pfxdpsys.ini

58%

InstallShield
Cancel

The required files are copied.

12a


InstallShield Wizard

Plug-and-Play

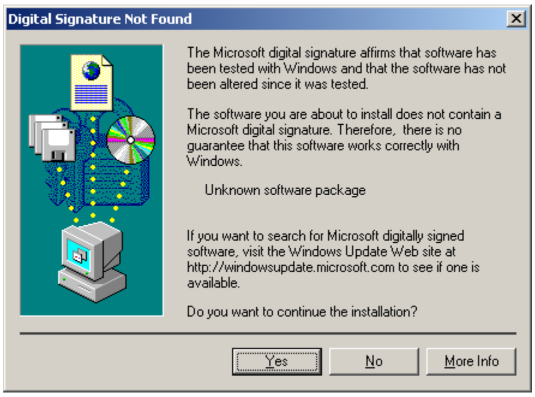
To use the USB printer
Turn the Power Switch of your machine ON and connect your machine to the USB port on your computer.

InstallShield
< Back
Next >
Cancel

<Windows 98/Me>
When this message appears, turn the Power Switch of your machine ON and connect your machine to an available USB Port on your computer.

Windows 98/Me/NT/2000/XP

12b



Digital Signature Not Found

The Microsoft digital signature affirms that software has been tested with Windows and that the software has not been altered since it was tested.

The software you are about to install does not contain a Microsoft digital signature. Therefore, there is no guarantee that this software works correctly with Windows.

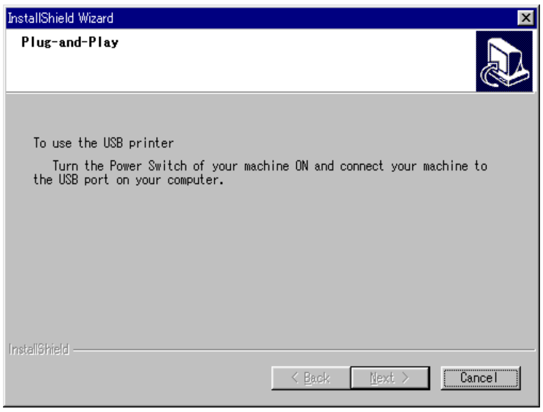
Unknown software package

If you want to search for Microsoft digitally signed software, visit the Windows Update Web site at http://windowsupdate.microsoft.com to see if one is available.

Do you want to continue the installation?

<Windows 2000>

Click the Yes button.



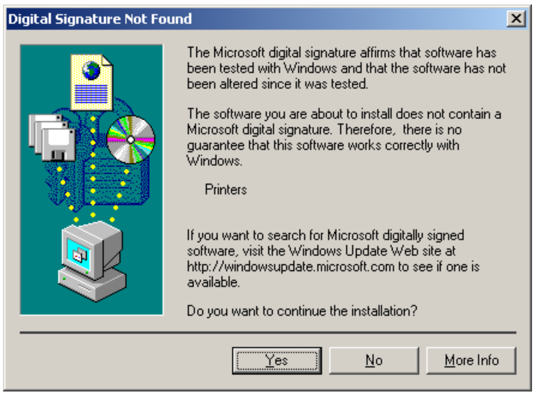
InstallShield Wizard

Plug-and-Play

To use the USB printer

Turn the Power Switch of your machine ON and connect your machine to the USB port on your computer.

When this message appears, turn the Power Switch of your machine ON and connect your machine to an available USB Port on your computer.



Digital Signature Not Found

The Microsoft digital signature affirms that software has been tested with Windows and that the software has not been altered since it was tested.

The software you are about to install does not contain a Microsoft digital signature. Therefore, there is no guarantee that this software works correctly with Windows.

Printers

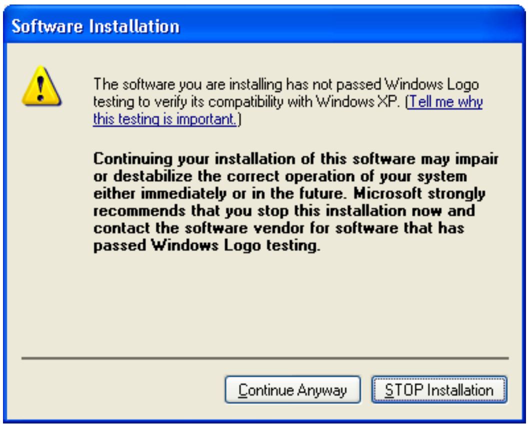
If you want to search for Microsoft digitally signed software, visit the Windows Update Web site at http://windowsupdate.microsoft.com to see if one is available.

Do you want to continue the installation?

Click the Yes button.

Continued on the next page...

12c

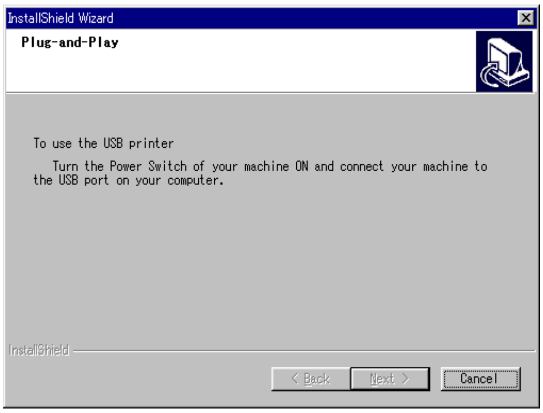

Software Installation
Continue Anyway
STOP Installation

The software you are installing has not passed Windows Logo testing to verify its compatibility with Windows XP. (Tell me why this testing is important.)

Continuing your installation of this software may impair or destabilize the correct operation of your system either immediately or in the future. Microsoft strongly recommends that you stop this installation now and contact the software vendor for software that has passed Windows Logo testing.

<Windows XP>

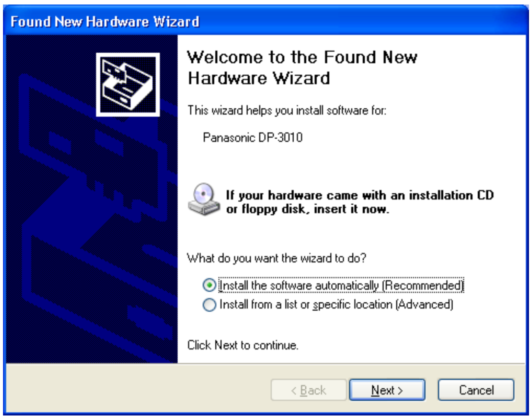
Click the Continue Anyway button.


InstallShield Wizard
Plug-and-Play
InstallShield
< Back
Next >
Cancel

To use the USB printer

Turn the Power Switch of your machine ON and connect your machine to the USB port on your computer.

When this message appears, turn the Power Switch of your machine ON and connect your machine to an available USB Port on your computer.


Found New Hardware Wizard
< Back
Next >
Cancel

Welcome to the Found New Hardware Wizard

This wizard helps you install software for:

Panasonic DP-3010

If your hardware came with an installation CD or floppy disk, insert it now.

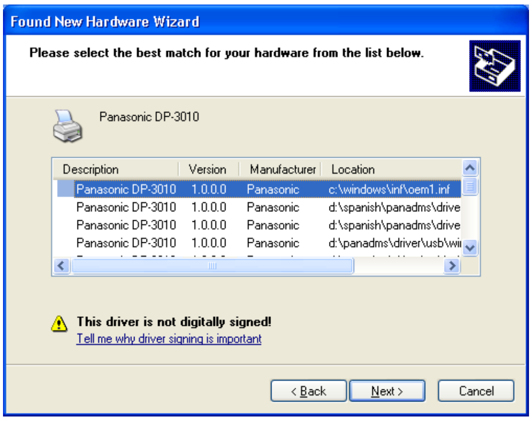
What do you want the wizard to do?

● Install the software automatically (Recommended)

○ Install from a list or specific location (Advanced)

Click Next to continue.

Select **Install the software automatically** and click the Next button.


Found New Hardware Wizard
< Back
Next >
Cancel

Please select the best match for your hardware from the list below.

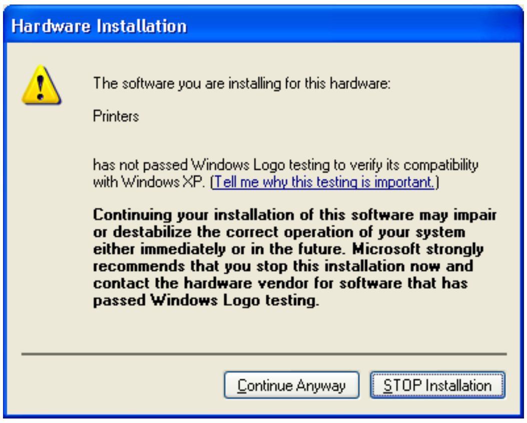
Panasonic DP-3010

Description	Version	Manufacturer	Location
Panasonic DP-3010	1.0.0.0	Panasonic	c:\windows\inf\oem1.inf
Panasonic DP-3010	1.0.0.0	Panasonic	d:\spanish\panadms\drive
Panasonic DP-3010	1.0.0.0	Panasonic	d:\spanish\panadms\drive
Panasonic DP-3010	1.0.0.0	Panasonic	d:\panadms\driver\usb\wi

This driver is not digitally signed!
Tell me why driver signing is important

This message may appear if you have a previous version of the printer driver installed. Select the latest version of the *.inf file and click the Next button.

12c



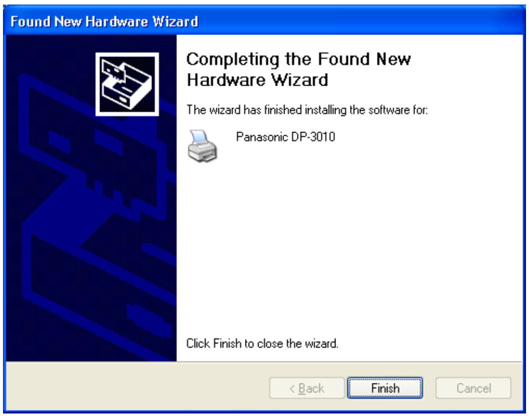
The software you are installing for this hardware:

Printers

has not passed Windows Logo testing to verify its compatibility with Windows XP. (Tell me why this testing is important.)

Continuing your installation of this software may impair or destabilize the correct operation of your system either immediately or in the future. Microsoft strongly recommends that you stop this installation now and contact the hardware vendor for software that has passed Windows Logo testing.

Click the Continue Anyway button.



Completing the Found New Hardware Wizard

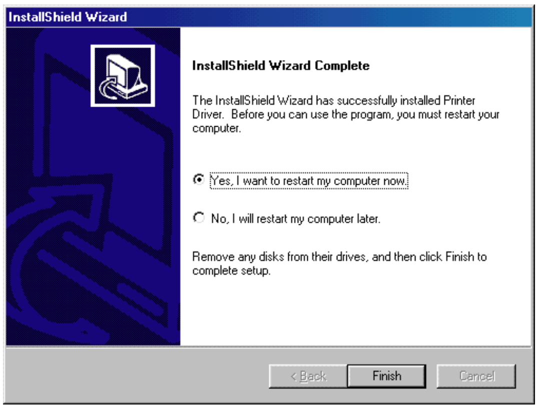
The wizard has finished installing the software for:

Panasonic DP-3010

Click Finish to close the wizard.

Click the Finish button.

13



InstallShield Wizard Complete

The InstallShield Wizard has successfully installed Printer Driver. Before you can use the program, you must restart your computer.

● Yes, I want to restart my computer now.

○ No, I will restart my computer later.

Remove any disks from their drives, and then click Finish to complete setup.

When the setup process is completed, a message is displayed prompting you to restart your computer.

Click the Finish button to restart your computer.

The Panasonic/Panafax Printer Driver have been installed, and the Panasonic/Panafax Printer icon(s) have been added to the Printer folder.

If you are installing the Printer Driver for network printing, please contact your network administrator for the IP Address of the machine and proceed to the next section to install the LPR Monitor service for the version of Windows you are using after your computer has rebooted.

NOTE

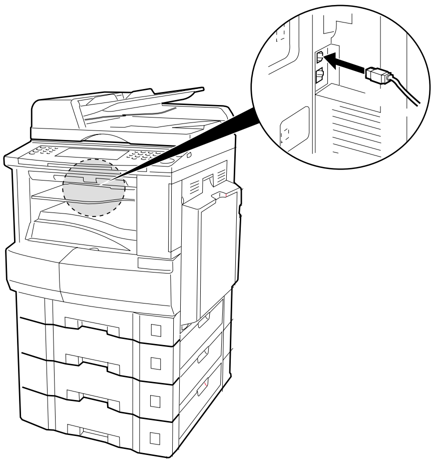
1. *When installing on Windows NT 4.0 and Windows 2000/XP, logon to the computer/network using an account with administrator rights.*
2 *If the LPR Monitor is already installed on your PC, select* ***Create New Port*** *in step 8. Then, select* ***Search the network printer*** *to search the machine(s) connected on your network.*

Installing the Printer Driver

Connecting with a USB Cable (Windows 98)

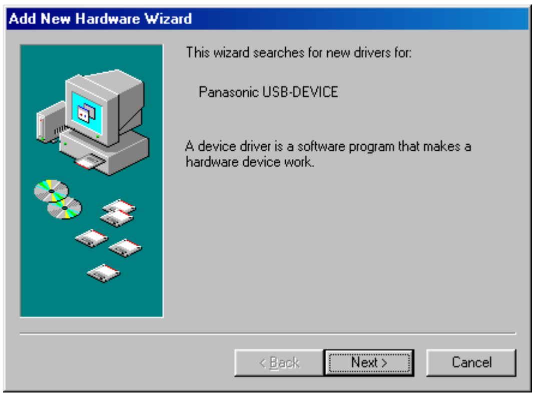
When using the USB cable to connect the printer, install the printer driver by following the steps below. (For DP-2310/3010 only)

1



Connect the printer to the PC with an USB cable.
Turn the Power Switch of your machine ON.

2



This wizard searches for new drivers for:

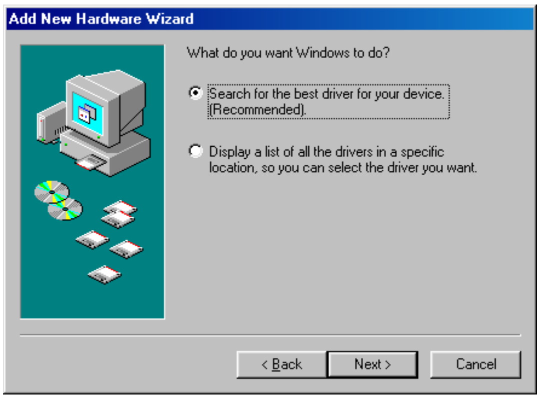
Panasonic USB-DEVICE

A device driver is a software program that makes a hardware device work.

The **New Hardware Found** dialog box appears for a brief moment, followed by the **Add New Hardware Wizard** dialog box.

Click the Next button.

3



What do you want Windows to do?

● Search for the best driver for your device. (Recommended).

○ Display a list of all the drivers in a specific location, so you can select the driver you want.

Select **Search for the best driver for your device.**

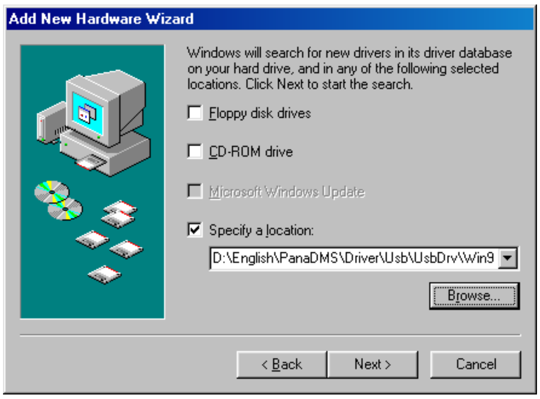
Click the Next button.

4

Insert the CD-ROM included in your machine.

Connecting with a USB Cable (Windows 98)

5

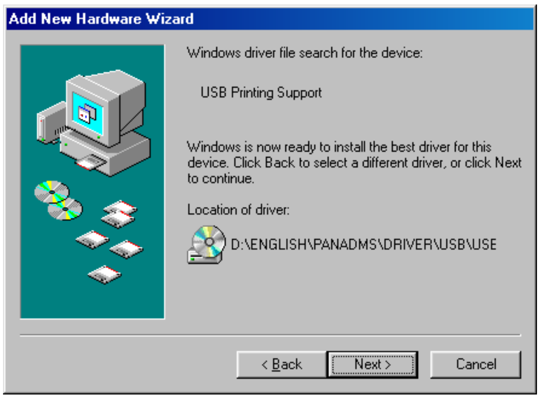

Add New Hardware Wizard

Windows will search for new drivers in its driver database on your hard drive, and in any of the following selected locations. Click Next to start the search.

☐ Floppy disk drives
☐ CD-ROM drive
☐ Microsoft Windows Update
☑ Specify a location:
D:\English\PanaDMS\Driver\Usb\UsbDrv\Win9

Select **Specify a location** and type **D:\English\PanaDMS\Driver\Usb\UsbDrv\Win98** (where "D:" is your CD-ROM drive).

6


Add New Hardware Wizard

Windows driver file search for the device:

USB Printing Support

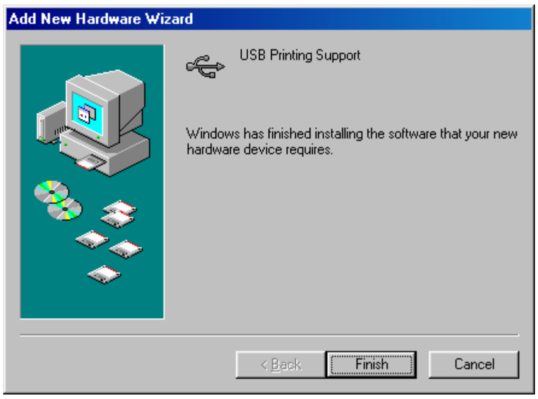
Windows is now ready to install the best driver for this device. Click Back to select a different driver, or click Next to continue.

Location of driver:

D:\ENGLISH\PANADMS\DRIVER\USB\USE

Click the Next button.

7

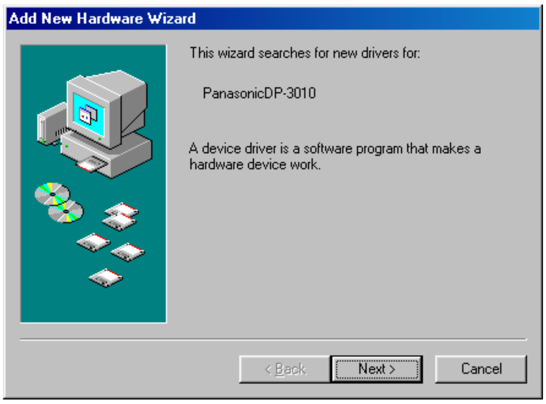

Add New Hardware Wizard

USB Printing Support

Windows has finished installing the software that your new hardware device requires.

Click the Finish button.

8


Add New Hardware Wizard

This wizard searches for new drivers for:

PanasonicDP-3010

A device driver is a software program that makes a hardware device work.

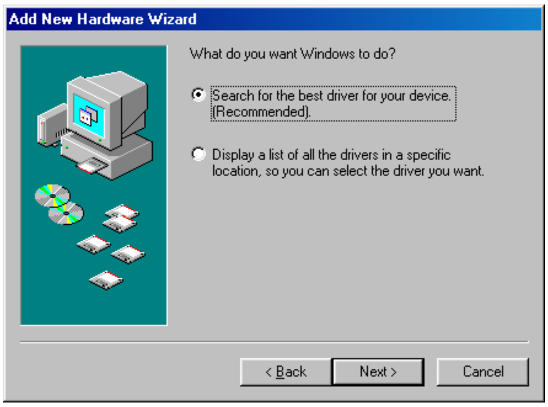
The **New Hardware Found** dialog box appears for a brief moment, followed by the **Add New Hardware Wizard** dialog box.

Click the Next button.

Continued on the next page...

Connecting with a USB Cable (Windows 98)

9


Add New Hardware Wizard
< Back
Next >
Cancel

What do you want Windows to do?

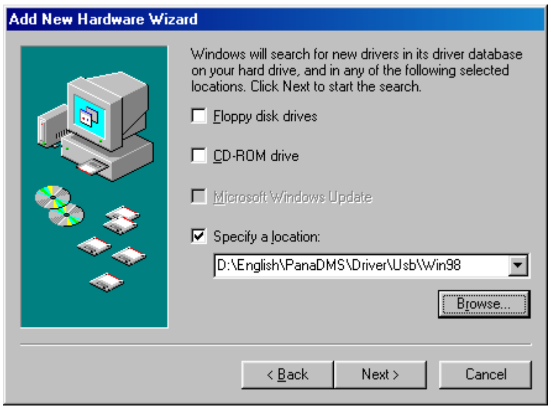
● Search for the best driver for your device. (Recommended).

○ Display a list of all the drivers in a specific location, so you can select the driver you want.

Select **Search for the best driver for your device.**

Click the Next button.

10


Add New Hardware Wizard
Browse...
< Back
Next >
Cancel

Windows will search for new drivers in its driver database on your hard drive, and in any of the following selected locations. Click Next to start the search.

☐ Floppy disk drives

☐ CD-ROM drive

☐ Microsoft Windows Update

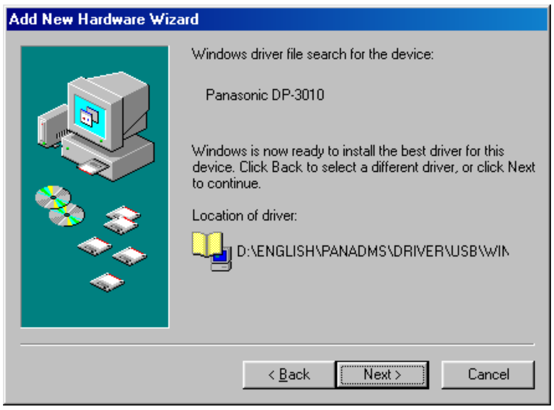
☑ Specify a location:

D:\English\PanaDMS\Driver\Usb\Win98

Select **Specify a location** and type **D:\English\PanaDMS\Driver\Usb\Win98** (where "D:" is your CD-ROM drive).

Click the Next button.

11


Add New Hardware Wizard
< Back
Next >
Cancel

Windows driver file search for the device:

Panasonic DP-3010

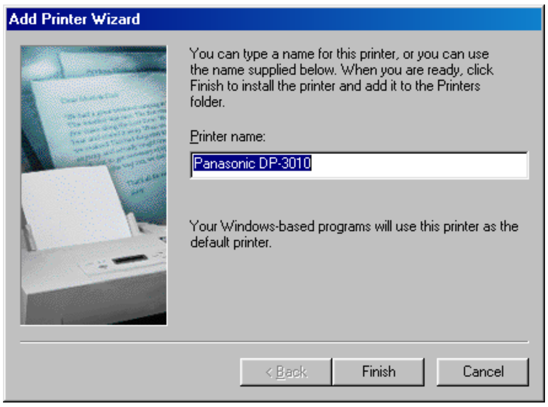
Windows is now ready to install the best driver for this device. Click Back to select a different driver, or click Next to continue.

Location of driver:

D:\ENGLISH\PANADMS\DRIVER\USB\WIN

Click the Next button.

12


Add Printer Wizard
< Back
Finish
Cancel

You can type a name for this printer, or you can use the name supplied below. When you are ready, click Finish to install the printer and add it to the Printers folder.

Printer name:

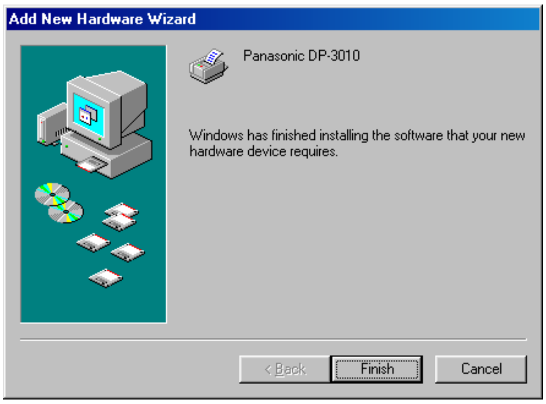
Panasonic DP-3010

Your Windows-based programs will use this printer as the default printer.

Enter the Printer name and click the Finish button.

Connecting with a USB Cable (Windows 98)

13



Add New Hardware Wizard

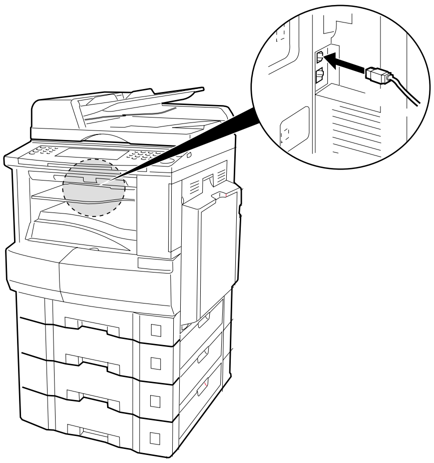
Panasonic DP-3010

Windows has finished installing the software that your new hardware device requires.

Click the Finish button.

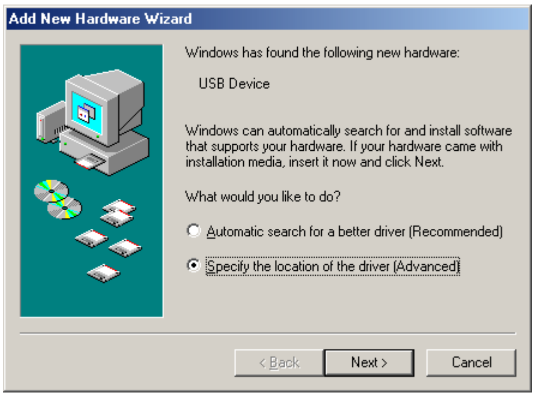
Connecting with a USB Cable (Windows Me)

1



Connect the printer to the PC with an USB cable.
Turn the Power Switch of your machine ON.

2



Add New Hardware Wizard

Windows has found the following new hardware:

USB Device

Windows can automatically search for and install software that supports your hardware. If your hardware came with installation media, insert it now and click Next.

What would you like to do?

○ Automatic search for a better driver (Recommended)

● Specify the location of the driver (Advanced)

The **New Hardware Found** dialog box appears for a brief moment, followed by the **Add New Hardware Wizard** dialog box.

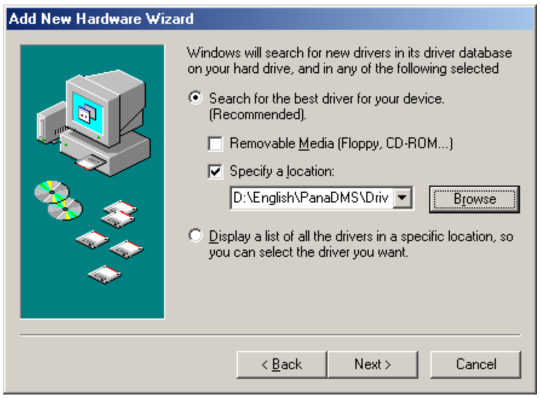
Select Specify the location of the driver.

Click the Next button.

3

Insert the CD-ROM included in your machine.

4



Add New Hardware Wizard

Windows will search for new drivers in its driver database on your hard drive, and in any of the following selected

● Search for the best driver for your device. (Recommended).

☐ Removable Media (Floppy, CD-ROM...)

☑ Specify a location:

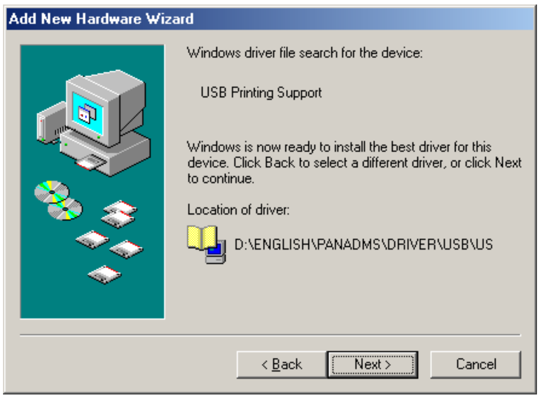
D:\English\PanaDMS\Driv

○ Display a list of all the drivers in a specific location, so you can select the driver you want.

Select **Specify a location** and type **D:\English\PanaDMS\Driver\Usb\UsbDrv\WinMe** (where "D:" is your CD-ROM drive).

Connecting with a USB Cable (Windows Me)

5


Add New Hardware Wizard
< Back
Next >
Cancel

Windows driver file search for the device:

USB Printing Support

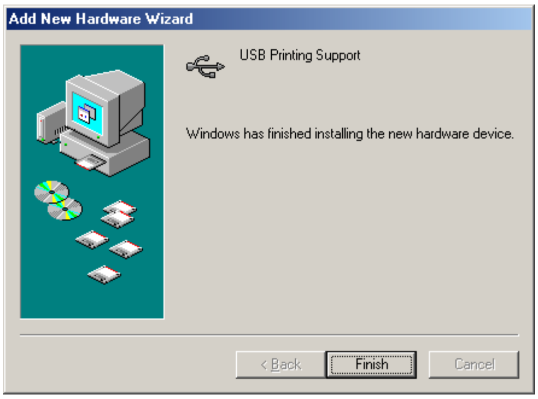
Windows is now ready to install the best driver for this device. Click Back to select a different driver, or click Next to continue.

Location of driver:

D:\ENGLISH\PANADMS\DRIVER\USB\US

Click the Next button.

6

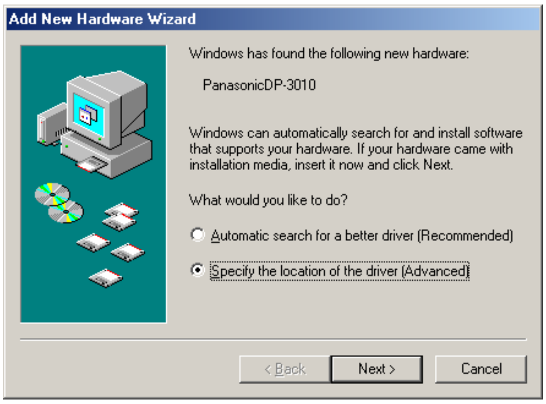

Add New Hardware Wizard
< Back
Finish
Cancel

USB Printing Support

Windows has finished installing the new hardware device.

Click the Finish button.

7


Add New Hardware Wizard
< Back
Next >
Cancel

Windows has found the following new hardware:

PanasonicDP-3010

Windows can automatically search for and install software that supports your hardware. If your hardware came with installation media, insert it now and click Next.

What would you like to do?

○ Automatic search for a better driver (Recommended)

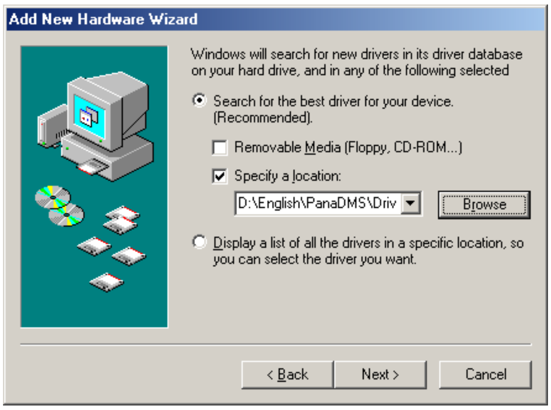
● Specify the location of the driver (Advanced)

The **New Hardware Found** dialog box appears for a brief moment, followed by the **Add New Hardware Wizard** dialog box.

Select Specify the location of the driver.

Click the Next button.

8


Add New Hardware Wizard
Browse
< Back
Next >
Cancel

Windows will search for new drivers in its driver database on your hard drive, and in any of the following selected

● Search for the best driver for your device. (Recommended)

☐ Removable Media (Floppy, CD-ROM...)

☑ Specify a location:

D:\English\PanaDMS\Driv

○ Display a list of all the drivers in a specific location, so you can select the driver you want.

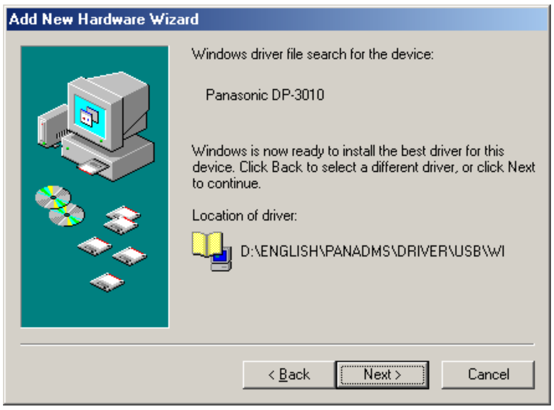
Select **Specify a location** and type **D:\English\PanaDMS\Driver\Usb\WinMe** (where "D:" is your CD-ROM drive).

Click the Next button.

Continued on the next page...

Connecting with a USB Cable (Windows Me)

9



Add New Hardware Wizard

Windows driver file search for the device:

Panasonic DP-3010

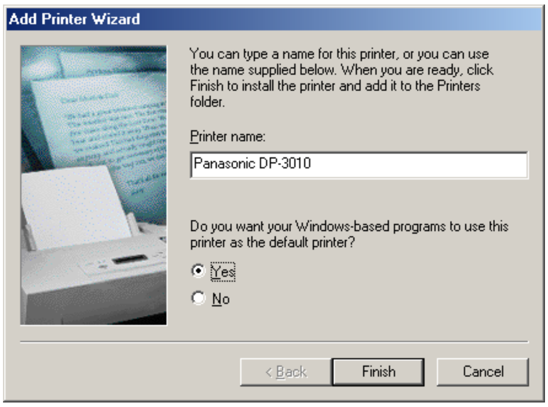
Windows is now ready to install the best driver for this device. Click Back to select a different driver, or click Next to continue.

Location of driver:

D:\ENGLISH\PANADMS\DRIVER\USB\WI

Click the Next button.

10



Add Printer Wizard

You can type a name for this printer, or you can use the name supplied below. When you are ready, click Finish to install the printer and add it to the Printers folder.

Printer name: Panasonic DP-3010

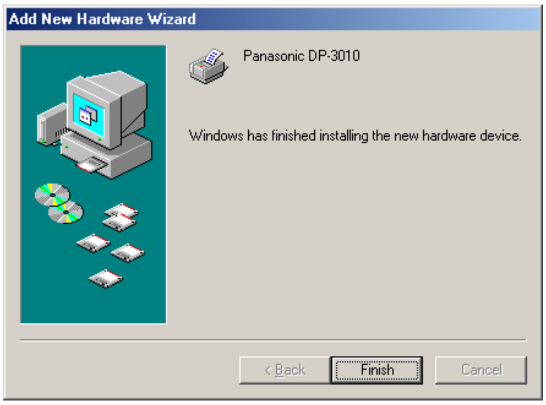
Do you want your Windows-based programs to use this printer as the default printer?

● Yes

○ No

Enter the Printer name and click the Finish button.

11



Add New Hardware Wizard

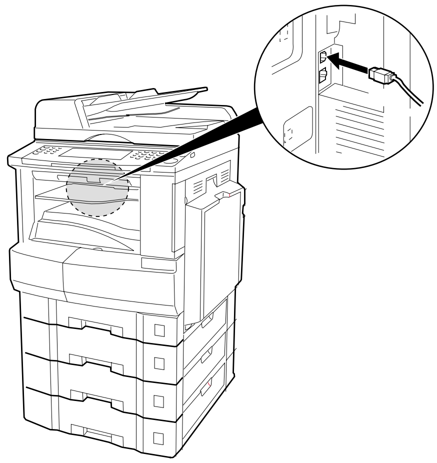
Panasonic DP-3010

Windows has finished installing the new hardware device.

Click the Finish button.

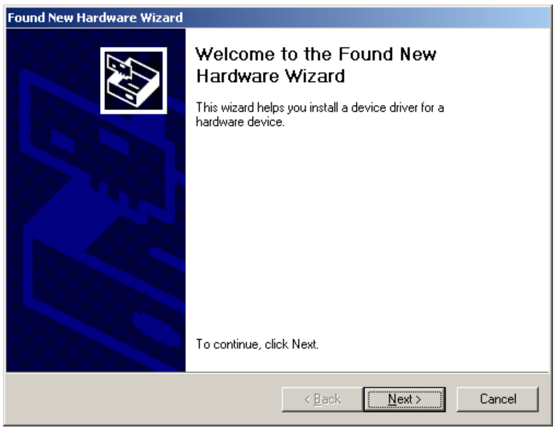
Connecting with a USB Cable (Windows 2000)

1



Connect the printer to the PC with an USB cable.
Turn the Power Switch of your machine ON.

2



Found New Hardware Wizard

Welcome to the Found New Hardware Wizard

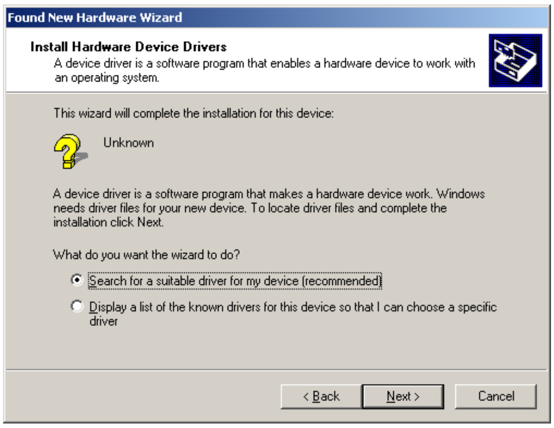
This wizard helps you install a device driver for a hardware device.

To continue, click Next.

The **Found New Hardware** dialog box appears.

Click the Next button.

3



Found New Hardware Wizard

Install Hardware Device Drivers
A device driver is a software program that enables a hardware device to work with an operating system.

This wizard will complete the installation for this device:

Unknown

A device driver is a software program that makes a hardware device work. Windows needs driver files for your new device. To locate driver files and complete the installation click Next.

What do you want the wizard to do?

● Search for a suitable driver for my device (recommended)

○ Display a list of the known drivers for this device so that I can choose a specific driver

Select **Search for a suitable driver for my device**.

Click the Next button.

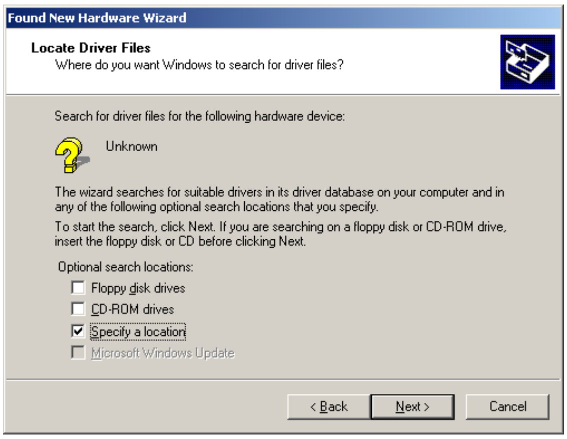
4

Insert the CD-ROM included in your machine.

Continued on the next page...

Connecting with a USB Cable (Windows 2000)

5



Locate Driver Files

Where do you want Windows to search for driver files?

Search for driver files for the following hardware device:

Unknown

The wizard searches for suitable drivers in its driver database on your computer and in any of the following optional search locations that you specify.

To start the search, click Next. If you are searching on a floppy disk or CD-ROM drive, insert the floppy disk or CD before clicking Next.

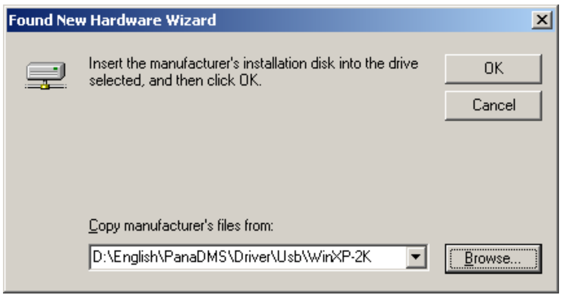
Optional search locations:

☐ Floppy disk drives
☐ CD-ROM drives
☑ Specify a location
☐ Microsoft Windows Update

Select **Specify a location**.

Click the Next button.

6



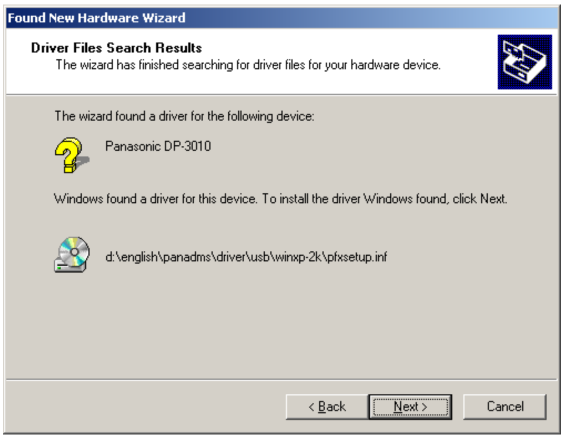
Insert the manufacturer's installation disk into the drive selected, and then click OK.

Copy manufacturer's files from:
D:\English\PanaDMS\Driver\Usb\WinXP-2K

Type
D:\English\PanaDMS\Driver\Usb\WinXP-2K
(where "D:" is your CD-ROM drive).

Click the OK button.

7



Driver Files Search Results

The wizard has finished searching for driver files for your hardware device.

The wizard found a driver for the following device:

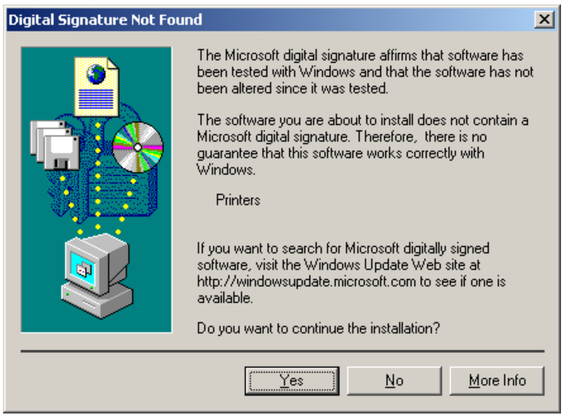
Panasonic DP-3010

Windows found a driver for this device. To install the driver Windows found, click Next.

d:\english\panadms\driver\usb\winxp-2k\pfxsetup.inf

Click the Next button.

8



The Microsoft digital signature affirms that software has been tested with Windows and that the software has not been altered since it was tested.

The software you are about to install does not contain a Microsoft digital signature. Therefore, there is no guarantee that this software works correctly with Windows.

Printers

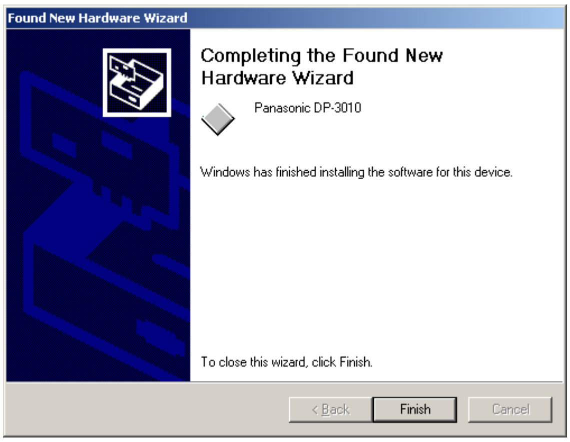
If you want to search for Microsoft digitally signed software, visit the Windows Update Web site at http://windowsupdate.microsoft.com to see if one is available.

Do you want to continue the installation?

Click the Yes button.

Connecting with a USB Cable (Windows 2000)

9



Found New Hardware Wizard

Completing the Found New Hardware Wizard

Panasonic DP-3010

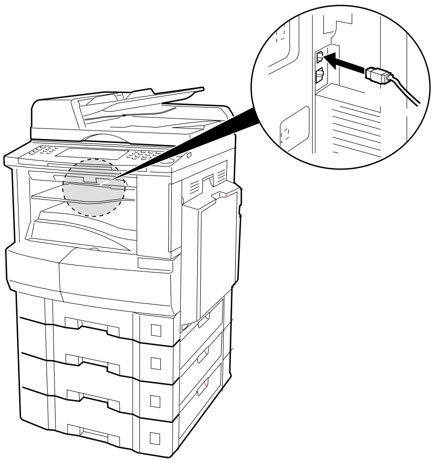
Windows has finished installing the software for this device.

To close this wizard, click Finish.

Click the Finish button.

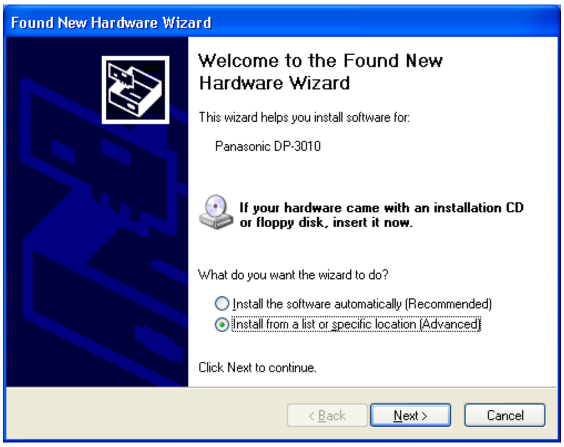
Connecting with a USB Cable (Windows XP)

1



Connect the printer to the PC with an USB cable.
Turn the Power Switch of your machine ON.

2



Found New Hardware Wizard

Welcome to the Found New Hardware Wizard

This wizard helps you install software for:

Panasonic DP-3010

If your hardware came with an installation CD or floppy disk, insert it now.

What do you want the wizard to do?

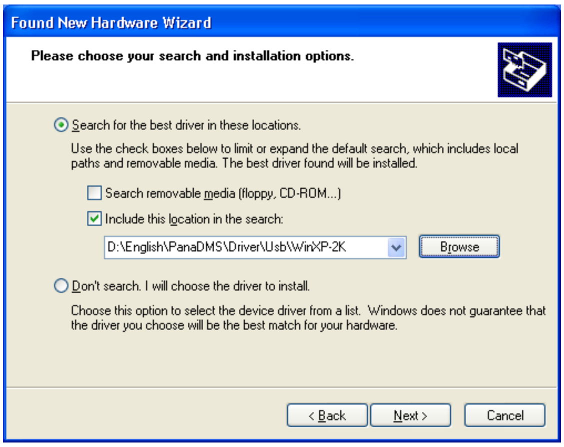
○ Install the software automatically (Recommended)
● Install from a list or specific location (Advanced)

Click Next to continue.

The **Found New Hardware Wizard** dialog box appears.
Select **Install from a list or specific location (Advanced)**.

Click the Next button.

3



Found New Hardware Wizard

Please choose your search and installation options.

● Search for the best driver in these locations.

Use the check boxes below to limit or expand the default search, which includes local paths and removable media. The best driver found will be installed.

☐ Search removable media (floppy, CD-ROM...)
☑ Include this location in the search:

D:\English\PanaDMS\Driver\Usb\WinXP-2K

○ Don't search. I will choose the driver to install.

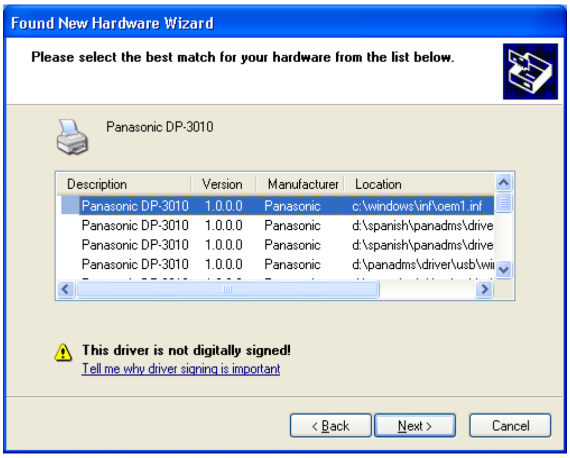
Choose this option to select the device driver from a list. Windows does not guarantee that the driver you choose will be the best match for your hardware.

Select **Include this location in the search.**
Type
D:\English\PanaDMS\Driver\Usb\WinXP-2K
(where "D:" is your CD-ROM drive).
Insert the CD-ROM included in your machine.

Click the Next button.

Connecting with a USB Cable (Windows XP)

4


Found New Hardware Wizard

Please select the best match for your hardware from the list below.

Panasonic DP-3010

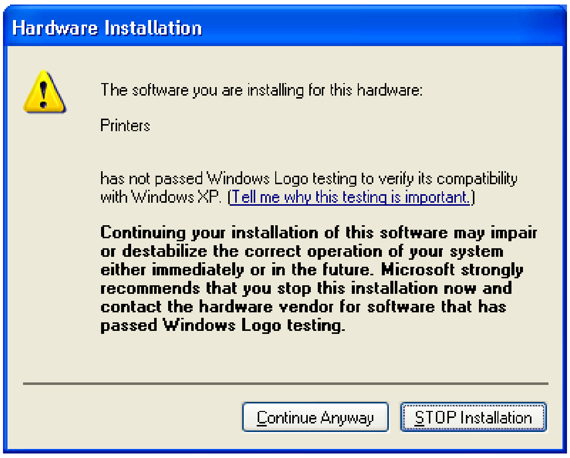
Description	Version	Manufacturer	Location
Panasonic DP-3010	1.0.0.0	Panasonic	c:\windows\inf\oem1.inf
Panasonic DP-3010	1.0.0.0	Panasonic	d:\spanish\panadms\drive
Panasonic DP-3010	1.0.0.0	Panasonic	d:\spanish\panadms\drive
Panasonic DP-3010	1.0.0.0	Panasonic	d:\panadms\driver\usb\wi

This driver is not digitally signed!
Tell me why driver signing is important

This message may appear if you have a previous version of the printer driver installed.

Select the latest version of the *.inf file and click the Next button.

5


Hardware Installation

The software you are installing for this hardware:

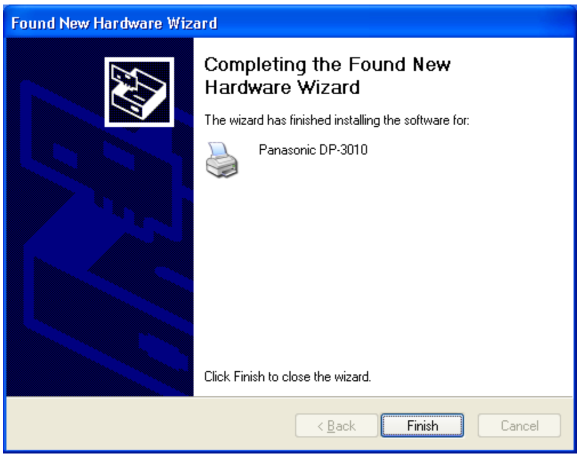
Printers

has not passed Windows Logo testing to verify its compatibility with Windows XP. (Tell me why this testing is important.)

Continuing your installation of this software may impair or destabilize the correct operation of your system either immediately or in the future. Microsoft strongly recommends that you stop this installation now and contact the hardware vendor for software that has passed Windows Logo testing.

Click the Continue Anyway button.

6


Found New Hardware Wizard

Completing the Found New Hardware Wizard

The wizard has finished installing the software for:

Panasonic DP-3010

Click Finish to close the wizard.

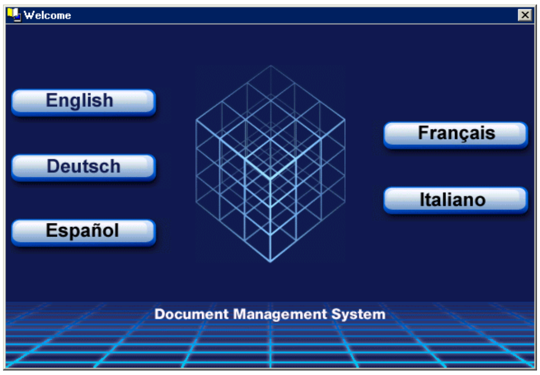
Click the Finish button.

Installing the LPR (Line Printer Remote) Monitor

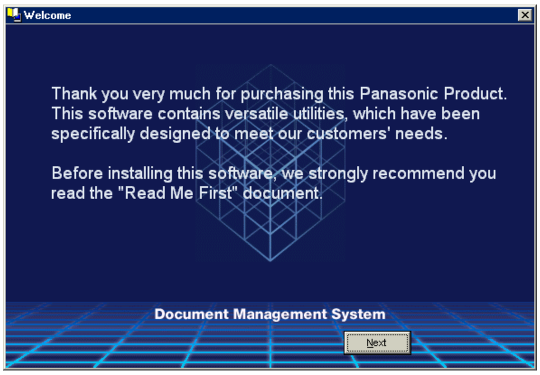
Windows 98/Me

1 Insert the Panasonic Document Management System CD-ROM.

2 Click on the desired language.


Welcome
English
Deutsch
Español
Français
Italiano
Document Management System

3 Click the Next button.

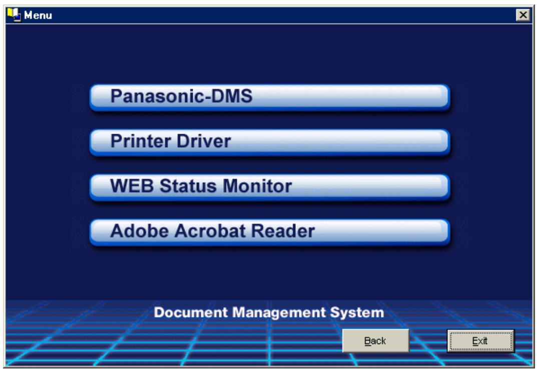

Welcome

Thank you very much for purchasing this Panasonic Product. This software contains versatile utilities, which have been specifically designed to meet our customers' needs.

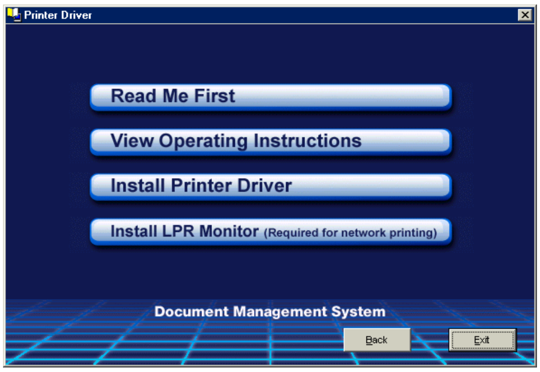
Before installing this software, we strongly recommend you read the "Read Me First" document.

Document Management System
Next

4 Click **Printer Driver**.


Menu
Panasonic-DMS
Printer Driver
WEB Status Monitor
Adobe Acrobat Reader
Document Management System
Back
Exit

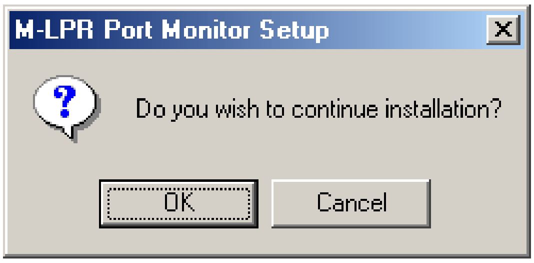
5 Click **Install LPR Monitor**.


Printer Driver
Read Me First
View Operating Instructions
Install Printer Driver
Install LPR Monitor (Required for network printing)
Document Management System
Back
Exit

Installing the LPR (Line Printer Remote) Monitor

Windows 98/Me

6

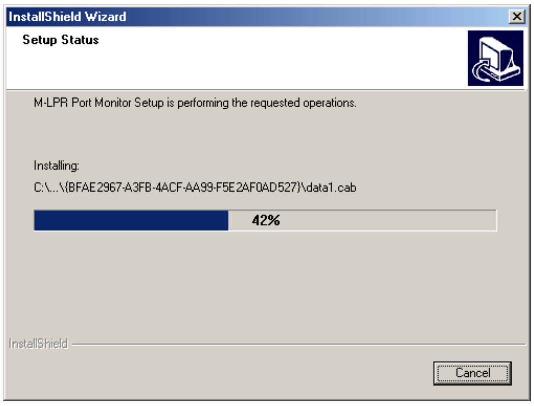

M-LPR Port Monitor Setup
OK
Cancel

Do you wish to continue installation?

The **M-LPR Port Monitor Setup** dialog box appears.

Click the OK button.

7


InstallShield Wizard
Setup Status
InstallShield
Cancel

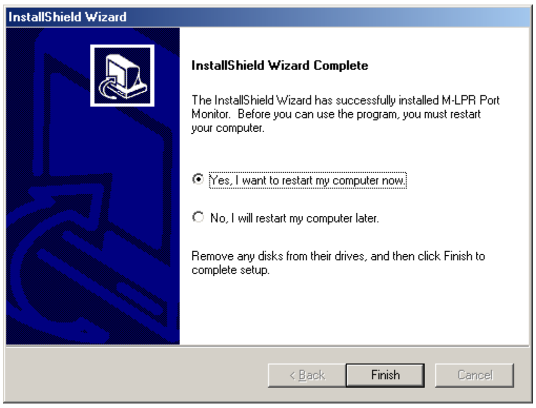
M-LPR Port Monitor Setup is performing the requested operations.

Installing:
C:\...\{BFAE2967-A3FB-4ACF-AA99-F5E2AF0AD527}\data1.cab

42%

The required files are copied.

8


InstallShield Wizard
< Back
Finish
Cancel

InstallShield Wizard Complete

The InstallShield Wizard has successfully installed M-LPR Port Monitor. Before you can use the program, you must restart your computer.

● Yes, I want to restart my computer now.

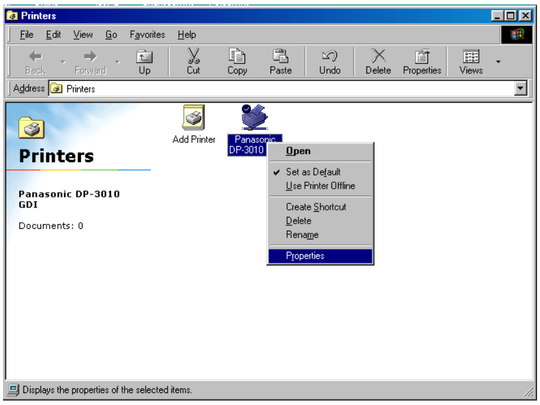
○ No, I will restart my computer later.

Remove any disks from their drives, and then click Finish to complete setup.

The setup program copies the necessary files onto the hard disk of your PC.
When the setup process is completed, a message is displayed prompting you to restart your computer.
It is recommended that you restart your computer now so that the LPR Monitor can be started.

Click the Finish button.

9


Printers
File
Edit
View
Go
Favorites
Help
Back
Forward
Up
Cut
Copy
Paste
Undo
Delete
Properties
Views
Address
Printers
Printers
Add Printer
Panasonic DP-3010
Open
✓ Set as Default
Use Printer Offline
Create Shortcut
Delete
Rename
Properties

Panasonic DP-3010 GDI

Documents: 0

Displays the properties of the selected items.

If you have not installed the printer driver yet, please proceed to "Installing the Printer Driver" on page 12.

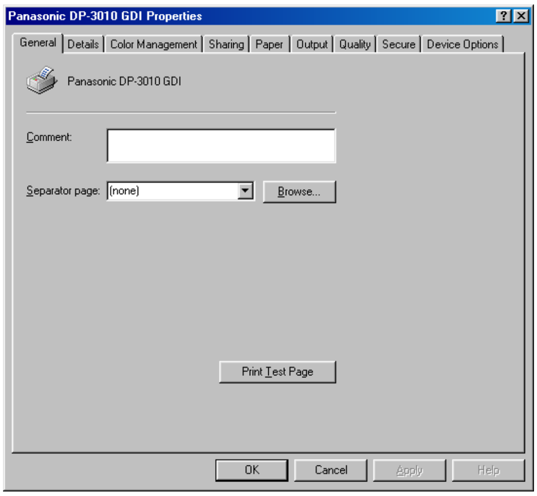
After your computer has rebooted, click the **Start** button, select **Settings**, and then click **Printers**.

The **Printers** folder appears.

Right-click on the desired printer icon and select **Properties** from the pop-up menu.

Continued on the next page...

10


Panasonic DP-3010 GDI Properties
General
Details
Color Management
Sharing
Paper
Output
Quality
Secure
Device Options
Panasonic DP-3010 GDI
Comment:
Browse...
Print Test Page
OK
Cancel
Apply
Help

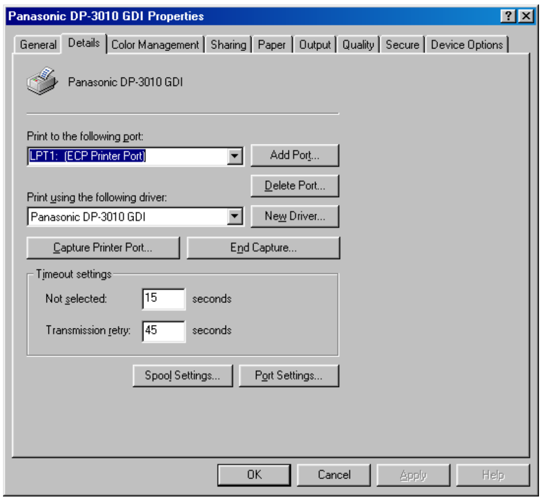
Separator page: (none)

The printer properties dialog box appears.

The following step registers the LPR Port for network printing.

Before proceeding, ensure that the printer is installed, connected to the network, turned ON and is operating properly.

11


Panasonic DP-3010 GDI Properties
General
Details
Color Management
Sharing
Paper
Output
Quality
Secure
Device Options
Panasonic DP-3010 GDI
Add Port...
Delete Port...
New Driver...
Capture Printer Port...
End Capture...
Timeout settings
Spool Settings...
Port Settings...
OK
Cancel
Apply
Help

Print to the following port: LPT1: (ECP Printer Port)

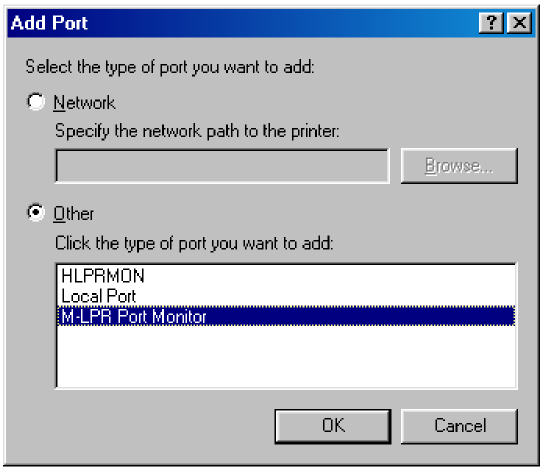
Print using the following driver: Panasonic DP-3010 GDI

Not selected: 15 seconds

Transmission retry: 45 seconds

Select the **Details** tab and click the Add Port... button.

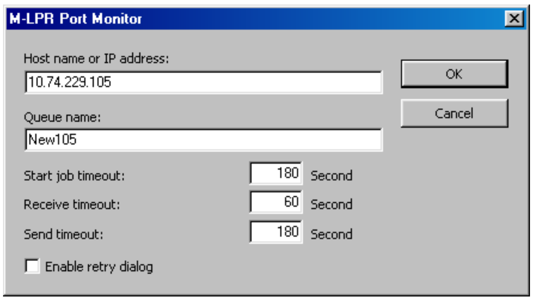
12


Add Port
Select the type of port you want to add:
○ Network
Specify the network path to the printer:
Browse...
● Other
Click the type of port you want to add:
HLPRMON
Local Port
M-LPR Port Monitor
OK
Cancel

The **Add Port** dialog box appears. Click the **Other** radio button, select **M-LPR Port Monitor** from "Click the type of port you want to add:" list, and click the OK button.

Windows 98/Me

13


M-LPR Port Monitor
OK
Cancel

Host name or IP address: 10.74.229.105

Queue name: New105

Start job timeout: 180 Second

Receive timeout: 60 Second

Send timeout: 180 Second

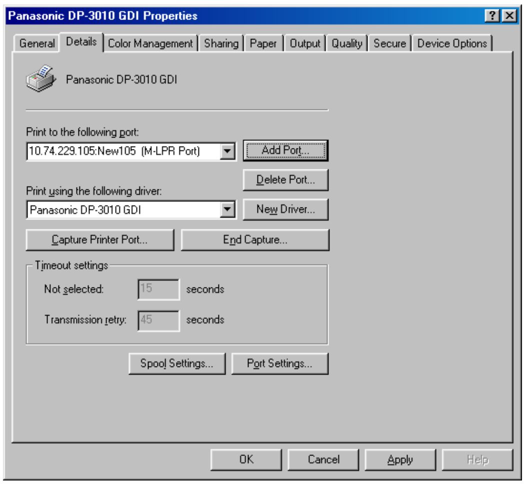
☐ Enable retry dialog

The **M-LPR Port Monitor** dialog box appears.

Type the IP Address of the machine in the **Hostname or IP address** window and the queue name (e.g. New105) in the **Queue name:** window.

Click the OK button. If an error occurs because the queue name had already been used for the same IP Address, select a different unique name such as "New106".

14


Panasonic DP-3010 GDI Properties
General
Details
Color Management
Sharing
Paper
Output
Quality
Secure
Device Options
Panasonic DP-3010 GDI
Add Port...
Delete Port...
New Driver...
Capture Printer Port...
End Capture...
Spool Settings...
Port Settings...
OK
Cancel
Apply
Help

Print to the following port: 10.74.229.105:New105 (M-LPR Port)

Print using the following driver: Panasonic DP-3010 GDI

Timeout settings

Not selected: 15 seconds

Transmission retry: 45 seconds

The screen reverts to the Printer Properties.

Check that the "Print to the following port:" has been changed as entered in step 13, and click on the **Apply** button first and then the OK button.

The printer properties dialog box closes and you have now configured the printer as a network printer.

NOTE

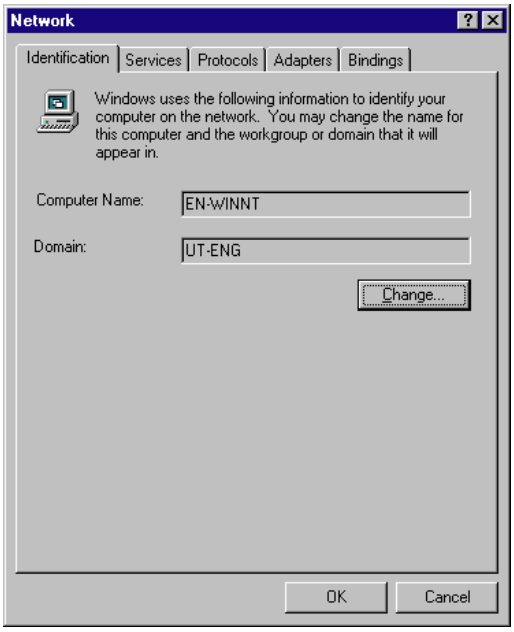
1. To print data via LAN, the LPR Monitor must be installed on your PC.

Installing the LPR (Line Printer Remote) Monitor

Windows NT 4.0

Logon using an account with administrator rights.

1


Network
Identification
Services
Protocols
Adapters
Bindings
Change...
OK
Cancel

Windows uses the following information to identify your computer on the network. You may change the name for this computer and the workgroup or domain that it will appear in.

Computer Name: EN-WINNT

Domain: UT-ENG

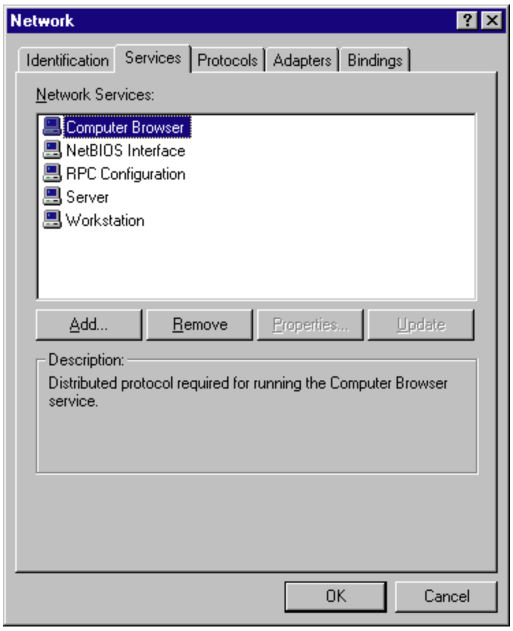
Click the **Start** button, select **Settings**, and click **Control Panel**.

The **Control Panel** window appears.

Double-click on the **Network** applet.

The **Network** dialog box appears.

2


Network
Identification
Services
Protocols
Adapters
Bindings
Add...
Remove
Properties...
Update
OK
Cancel

Network Services:

- Computer Browser
- NetBIOS Interface
- RPC Configuration
- Server
- Workstation

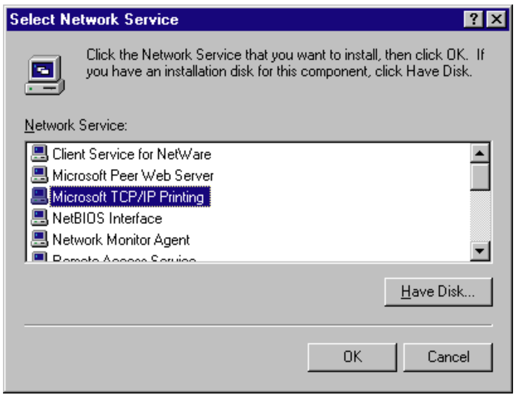
Description:
Distributed protocol required for running the Computer Browser service.

Click the **Services** tab.

Verify whether the LPR Service is already installed. (Indicated by Microsoft TCP/IP Printing shown in the Network Services list.)

If it is already installed, skip to Step 7. Otherwise continue installing the LPR Service.

3


Select Network Service
Have Disk...
OK
Cancel

Click the Network Service that you want to install, then click OK. If you have an installation disk for this component, click Have Disk.

Network Service:

- Client Service for NetWare
- Microsoft Peer Web Server
- Microsoft TCP/IP Printing
- NetBIOS Interface
- Network Monitor Agent

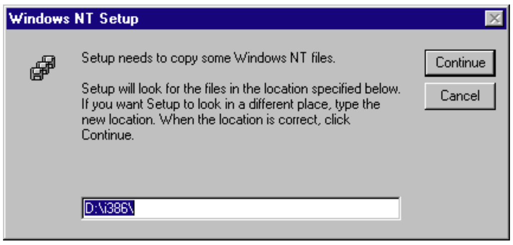
Click the Add... button to display the **Select Network Service** dialog box, and select **Microsoft TCP/IP Printing**.

Click the OK button.

Installing the LPR (Line Printer Remote) Monitor

Windows NT 4.0

4


Windows NT Setup
Continue
Cancel

Setup needs to copy some Windows NT files.

Setup will look for the files in the location specified below. If you want Setup to look in a different place, type the new location. When the location is correct, click Continue.

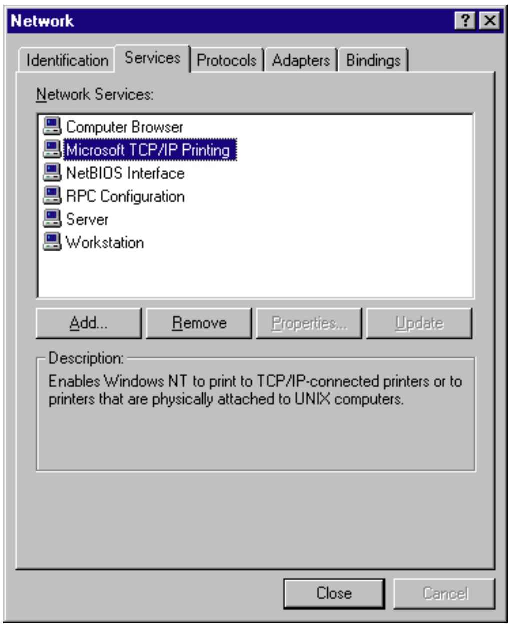
D:\i386\

The **Windows NT Setup** dialog box appears.

Insert the Windows NT 4.0 CD-ROM, and type **D:\i386** (where "D:" is your CD-ROM drive).

Click the Continue button.

5


Network
Identification
Services
Protocols
Adapters
Bindings
Add...
Remove
Properties...
Update
Close
Cancel

Network Services:

- Computer Browser
- Microsoft TCP/IP Printing
- NetBIOS Interface
- RPC Configuration
- Server
- Workstation

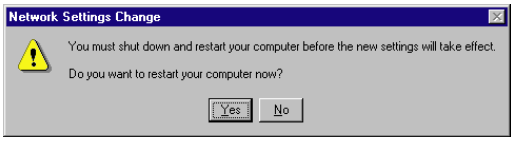
Description:
Enables Windows NT to print to TCP/IP-connected printers or to printers that are physically attached to UNIX computers.

After the files have been copied into the hard drive of your PC, the display returns to the Network dialog box. Confirm that the Microsoft TCP/IP Printing service has been added to Network Services list.

Click the Close button.

Note: *If the OK button does not change into a Close button, remove and reinstall the Microsoft TCP/IP Printing service.*

6


Network Settings Change
Yes
No

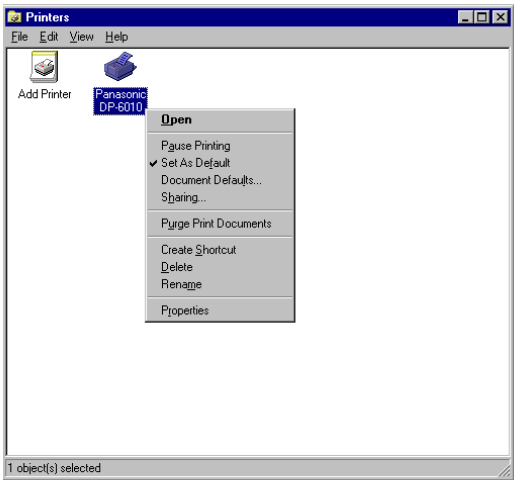
You must shut down and restart your computer before the new settings will take effect.

Do you want to restart your computer now?

When **Network Settings Change** dialog box is displayed, click the Yes button to restart your computer now.

You have now completed the LPR Service installation.

7


Printers
File
Edit
View
Help
Add Printer
Panasonic DP-6010
Open
Pause Printing
✓ Set As Default
Document Defaults...
Sharing...
Purge Print Documents
Create Shortcut
Delete
Rename
Properties

1 object(s) selected

After your computer has rebooted, log on with an account with Administrator Priviledges, click the **Start** button, select **Settings**, and then click **Printers**.

The **Printers** folder appears.

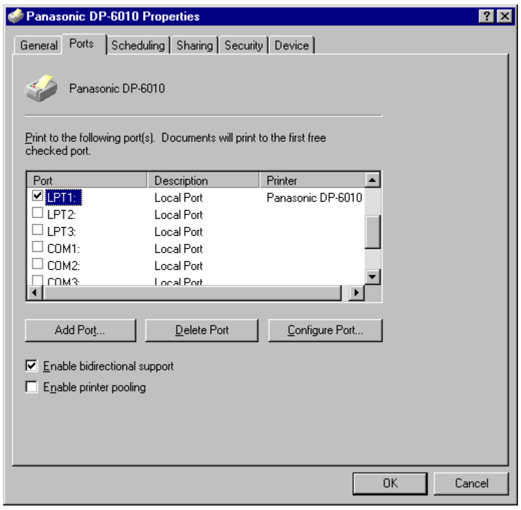
Right-click on the desired printer icon and select **Properties** from the pop-up menu.

Continued on the next page...

Installing the LPR (Line Printer Remote) Monitor

Windows NT 4.0

8


Panasonic DP-6010 Properties
General
Ports
Scheduling
Sharing
Security
Device
Panasonic DP-6010
Add Port...
Delete Port
Configure Port...
OK
Cancel

Print to the following port(s). Documents will print to the first free checked port.

Port	Description	Printer
☑ LPT1:	Local Port	Panasonic DP-6010
☐ LPT2:	Local Port	
☐ LPT3:	Local Port	
☐ COM1:	Local Port	
☐ COM2:	Local Port	
☐ COM3:	Local Port	

☑ Enable bidirectional support

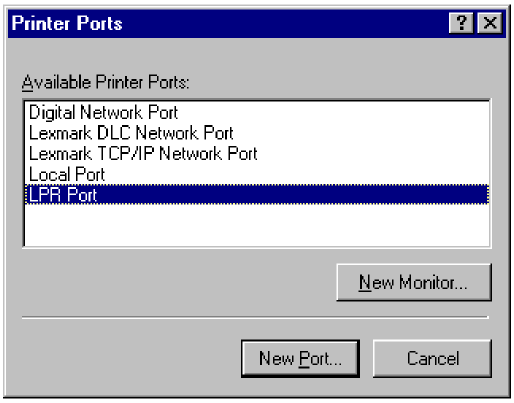
☐ Enable printer pooling

The following step registers the LPR Port for network printing.

Before proceeding, ensure that the printer is installed, connected to the network, turned ON and is operating properly.

Select the **Ports** Tab and click the Add Port... button.

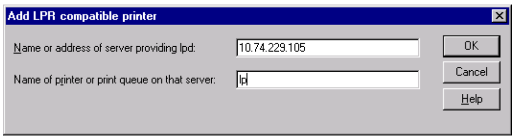
9


Printer Ports
Available Printer Ports:
Digital Network Port
Lexmark DLC Network Port
Lexmark TCP/IP Network Port
Local Port
LPR Port
New Monitor...
New Port...
Cancel

The **Printer Ports** dialog box appears.

Select **LPR Port** and click the New Port button.

10


Add LPR compatible printer
OK
Cancel
Help

Name or address of server providing lpd: 10.74.229.105

Name of printer or print queue on that server: lp

The **Add LPR compatible printer** dialog box appears.

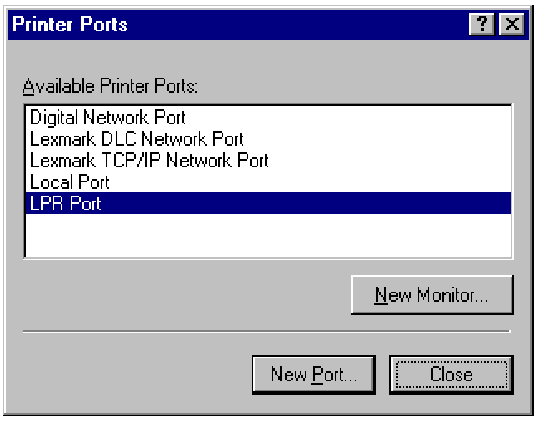
Enter the IP Address of the printer in the upper field, and "lp" for the print queue name in the lower field.

Click the OK button.

(Please wait while the wizard verifies the IP Address and connectivity to the network)

Windows NT 4.0

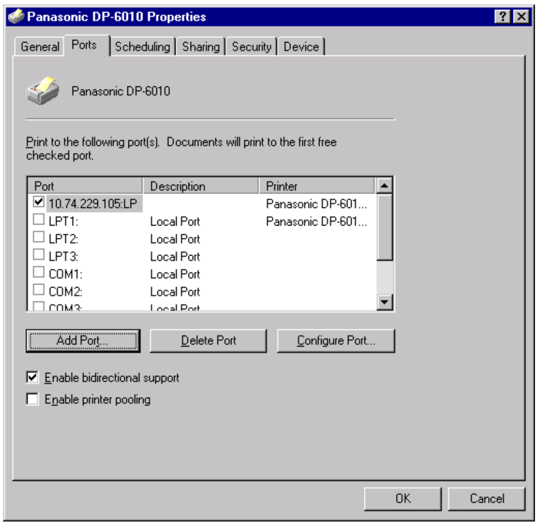
11


Printer Ports
?
Available Printer Ports:
Digital Network Port
Lexmark DLC Network Port
Lexmark TCP/IP Network Port
Local Port
LPR Port
New Monitor...
New Port...
Close

The **Printer Ports** dialog box appears.

Click the Close button.

12


Panasonic DP-6010 Properties
?
General
Ports
Scheduling
Sharing
Security
Device
Panasonic DP-6010
Add Port...
Delete Port
Configure Port...
OK
Cancel

Print to the following port(s). Documents will print to the first free checked port.

Port	Description	Printer
☑ 10.74.229.105:LP		Panasonic DP-601...
☐ LPT1:	Local Port	Panasonic DP-601...
☐ LPT2:	Local Port	
☐ LPT3:	Local Port	
☐ COM1:	Local Port	
☐ COM2:	Local Port	
☐ COM3:	Local Port	

☑ Enable bidirectional support
☐ Enable printer pooling

Select the printer port and click the OK button.

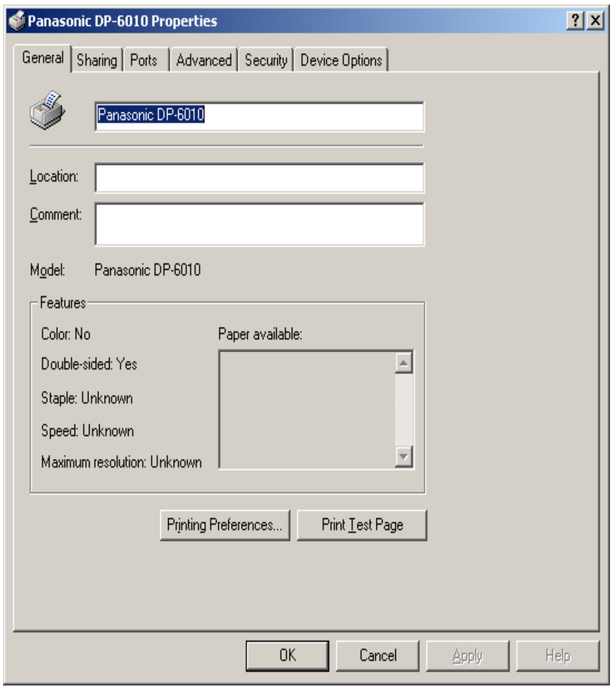
The printer properties dialog box closes and you have now configured the printer as a network printer.

Installing the LPR (Line Printer Remote) Monitor

Windows 2000/XP

Logon using an account with administrator rights.

1


Panasonic DP-6010 Properties
General
Sharing
Ports
Advanced
Security
Device Options
Location:
Comment:
Features
Paper available:
Printing Preferences...
Print Test Page
OK
Cancel
Apply
Help

Panasonic DP-6010

Model: Panasonic DP-6010

Color: No

Double-sided: Yes

Staple: Unknown

Speed: Unknown

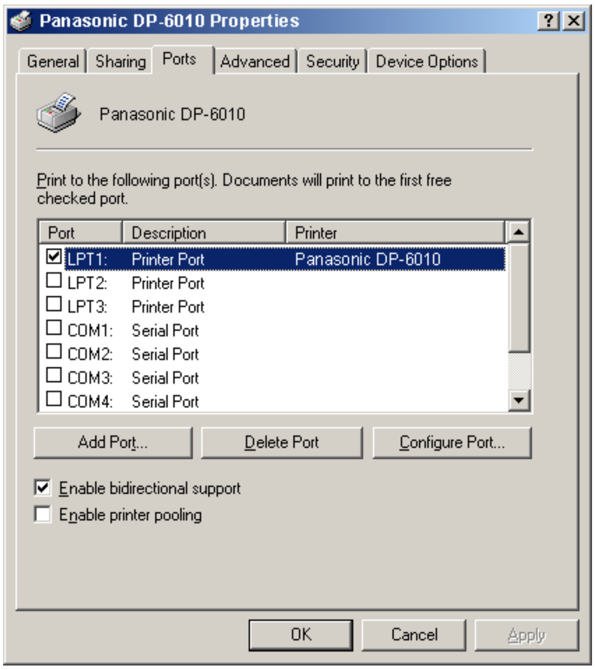
Maximum resolution: Unknown

Open the **Printers** folder.

Right-click on the desired printer icon and select **Properties** from the pop-up menu.

The printer properties dialog box appears.

2


Panasonic DP-6010 Properties
General
Sharing
Ports
Advanced
Security
Device Options
Add Port...
Delete Port
Configure Port...
OK
Cancel
Apply

Panasonic DP-6010

Print to the following port(s). Documents will print to the first free checked port.

Port	Description	Printer
☑ LPT1:	Printer Port	Panasonic DP-6010
☐ LPT2:	Printer Port	
☐ LPT3:	Printer Port	
☐ COM1:	Serial Port	
☐ COM2:	Serial Port	
☐ COM3:	Serial Port	
☐ COM4:	Serial Port	

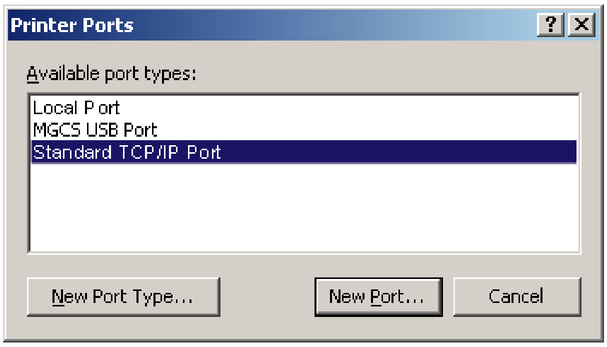
☑ Enable bidirectional support

☐ Enable printer pooling

Select the **Ports** Tab and click the Add Port... button.

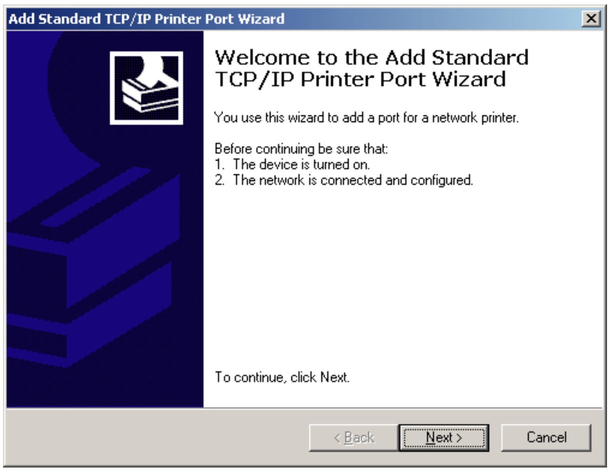
Windows 2000/XP

3


Printer Ports
?
Available port types:
Local Port
MGCS USB Port
Standard TCP/IP Port
New Port Type...
New Port...
Cancel

Select **Standard TCP/IP Port** and click the New Port ... button.

4


Add Standard TCP/IP Printer Port Wizard
< Back
Next >
Cancel

Welcome to the Add Standard TCP/IP Printer Port Wizard

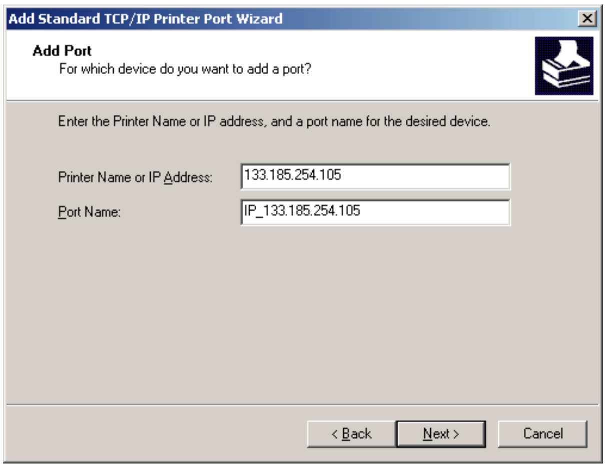
You use this wizard to add a port for a network printer.

Before continuing be sure that:
1. The device is turned on.
2. The network is connected and configured.

To continue, click Next.

Click the Next button.

5


Add Standard TCP/IP Printer Port Wizard
Add Port
< Back
Next >
Cancel

For which device do you want to add a port?

Enter the Printer Name or IP address, and a port name for the desired device.

Printer Name or IP Address: 133.185.254.105
Port Name: IP_133.185.254.105

Enter the IP Address and the Port Name and click the Next button.

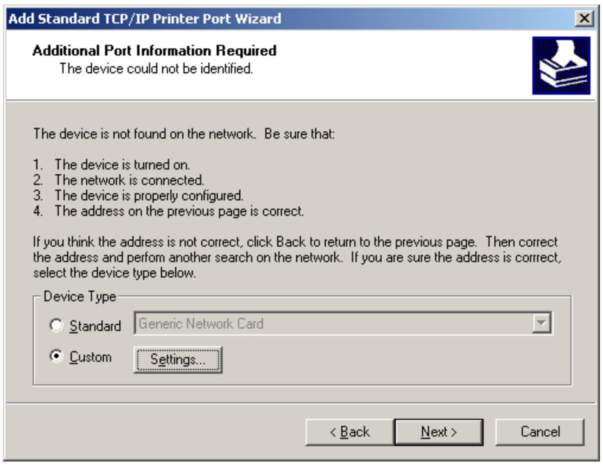
Note: *The Port Name is automatically entered by Windows 2000/XP. You may need to change it as required.*

Continued on the next page...

Installing the LPR (Line Printer Remote) Monitor

Windows 2000/XP

6



Add Standard TCP/IP Printer Port Wizard

Additional Port Information Required
The device could not be identified.

The device is not found on the network. Be sure that:

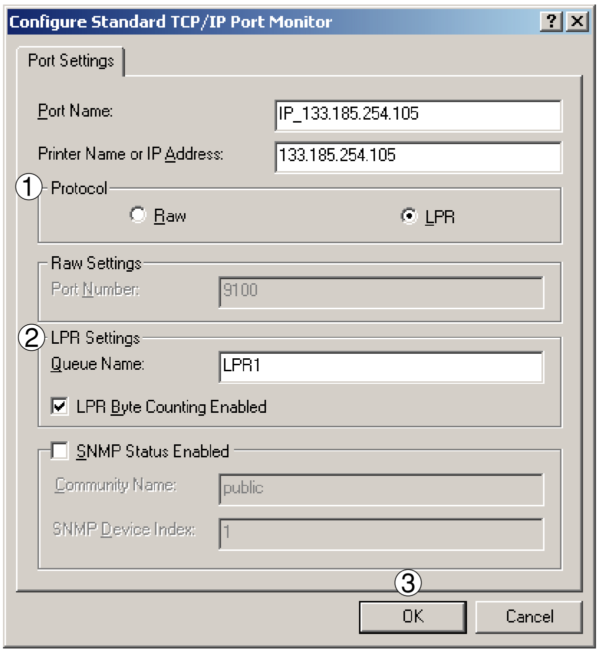
1. The device is turned on.
2. The network is connected.
3. The device is properly configured.
4. The address on the previous page is correct.

If you think the address is not correct, click Back to return to the previous page. Then correct the address and perfom another search on the network. If you are sure the address is correct, select the device type below.

Device Type
○ Standard Generic Network Card
● Custom Settings...

Select **Custom** and click the Settings... button.

7



Configure Standard TCP/IP Port Monitor

Port Name: IP_133.185.254.105
Printer Name or IP Address: 133.185.254.105

① Protocol
○ Raw ● LPR

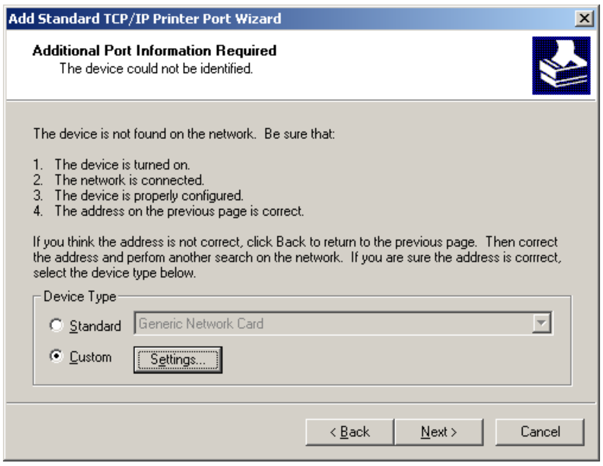
Raw Settings
Port Number: 9100

② LPR Settings
Queue Name: LPR1
☑ LPR Byte Counting Enabled

☐ SNMP Status Enabled
Community Name: public
SNMP Device Index: 1

1. In the Protocol section, select **LPR**.
2. In the LPR Settings section, enter the **Queue Name** (e.g. LPR1) and select the **LPR Byte Counting Enabled**.
3. Click the OK button.

8



Add Standard TCP/IP Printer Port Wizard

Additional Port Information Required
The device could not be identified.

The device is not found on the network. Be sure that:

1. The device is turned on.
2. The network is connected.
3. The device is properly configured.
4. The address on the previous page is correct.

If you think the address is not correct, click Back to return to the previous page. Then correct the address and perfom another search on the network. If you are sure the address is correct, select the device type below.

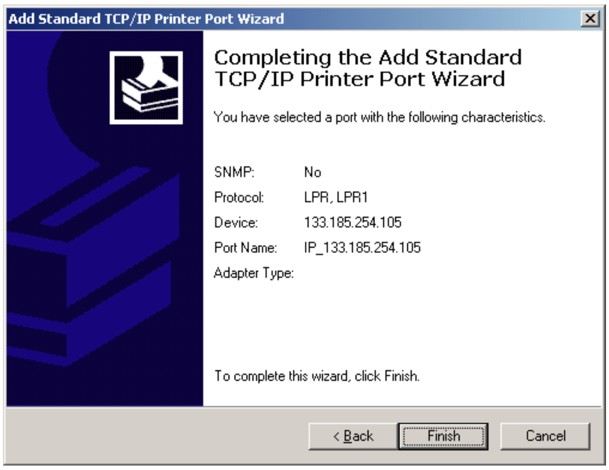
Device Type
○ Standard Generic Network Card
● Custom Settings...

Click the Next button.

Installing the LPR (Line Printer Remote) Monitor

Windows 2000/XP

9


Add Standard TCP/IP Printer Port Wizard
< Back
Finish
Cancel

Completing the Add Standard TCP/IP Printer Port Wizard

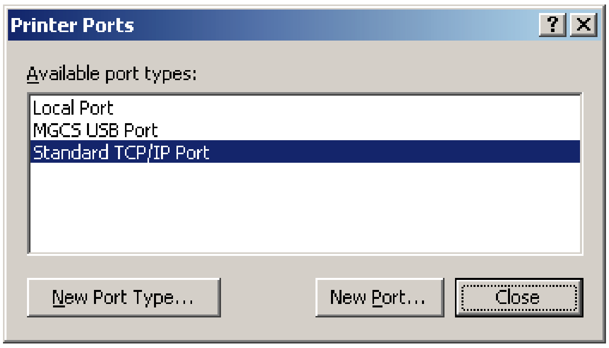
You have selected a port with the following characteristics.

SNMP: No
Protocol: LPR, LPR1
Device: 133.185.254.105
Port Name: IP_133.185.254.105
Adapter Type:

To complete this wizard, click Finish.

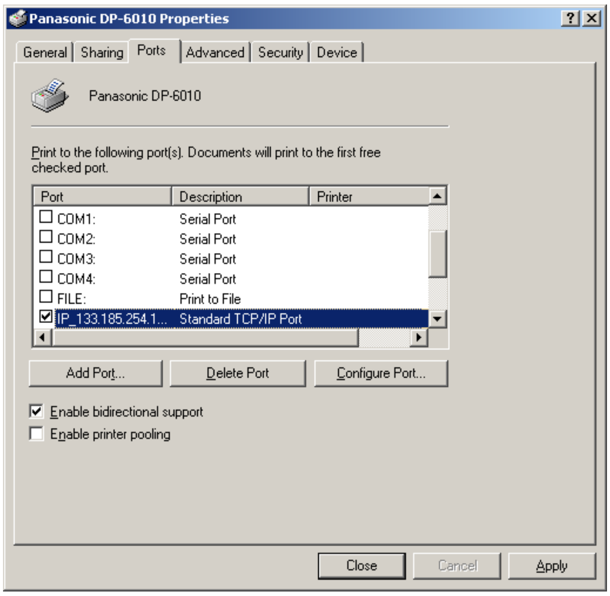
Click the Finish button.

10


Printer Ports
Available port types:
Local Port
MGCS USB Port
Standard TCP/IP Port
New Port Type...
New Port...
Close

Click the Close button.

11


Panasonic DP-6010 Properties
General
Sharing
Ports
Advanced
Security
Device
Panasonic DP-6010
Add Port...
Delete Port
Configure Port...
Close
Cancel
Apply

Print to the following port(s). Documents will print to the first free checked port.

Port	Description	Printer
☐ COM1:	Serial Port	
☐ COM2:	Serial Port	
☐ COM3:	Serial Port	
☐ COM4:	Serial Port	
☐ FILE:	Print to File	
☑ IP_133.185.254.1...	Standard TCP/IP Port	

☑ Enable bidirectional support
☐ Enable printer pooling

Click the Apply button.

Click the OK button.

The printer properties dialog box closes and you have now configured the printer as a network printer.

Configuring the Printer Driver Settings

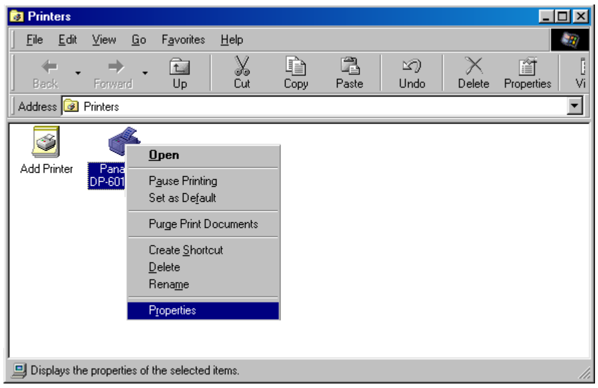
Windows 98/Me

To change the printer settings, open the dialog box for the printer properties by performing the following steps.

1. Click the **Start** button, select **Settings**, and then click **Printers**.

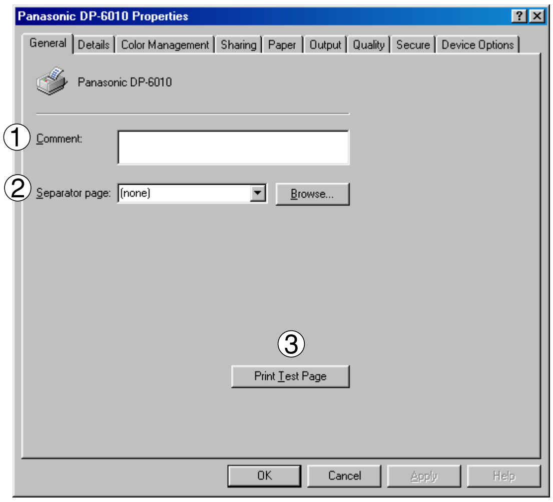
2. Right-click on the desired printer icon in the **Printers** folder, and select **Properties** in the popup menu.

   The printer properties dialog box appears.


Printers
File
Edit
View
Go
Favorites
Help
Back
Forward
Up
Cut
Copy
Paste
Undo
Delete
Properties
Vi
Address
Printers
Add Printer
Pana
DP-601
Open
Pause Printing
Set as Default
Purge Print Documents
Create Shortcut
Delete
Rename
Properties
Displays the properties of the selected items.

Windows 98/Me

General Tab


Panasonic DP-6010 Properties
?
General
Details
Color Management
Sharing
Paper
Output
Quality
Secure
Device Options
Panasonic DP-6010
①
Comment:
②
Separator page:
Browse...
③
Print Test Page
OK
Cancel
Apply
Help

Separator page: (none)

1. **Comment**
   Enter comments to the properties, if any.

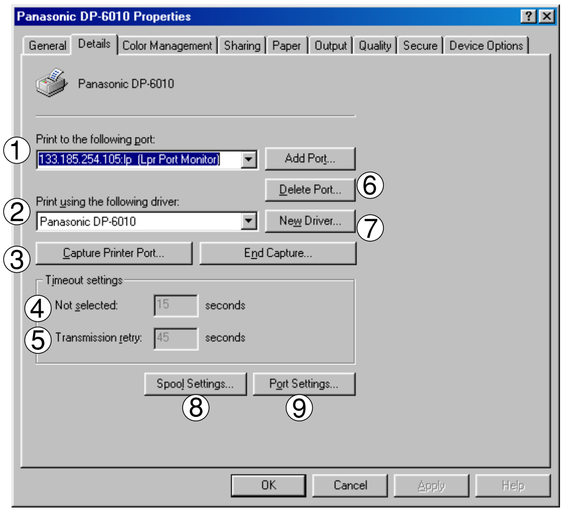
   If another user sets up this printer on his or her computer when sharing the printer, the comment specified here will also appear on that computer. However, the comment displayed for an existing user will remain unchanged even if the comment is modified later.

2. **Separator page**
   This feature is not available on your machine.

3. Print Test Page **button**
   Prints a test page. This allows the user to verify if the printer is installed properly.

Windows 98/Me

Details Tab


Panasonic DP-6010 Properties
General
Details
Color Management
Sharing
Paper
Output
Quality
Secure
Device Options
Panasonic DP-6010
Add Port...
Delete Port...
New Driver...
Capture Printer Port...
End Capture...
Spool Settings...
Port Settings...
OK
Cancel
Apply
Help
①
②
③
④
⑤
⑥
⑦
⑧
⑨

Print to the following port: 133.185.254.105:lp (Lpr Port Monitor)

Print using the following driver: Panasonic DP-6010

Timeout settings

Not selected: 15 seconds

Transmission retry: 45 seconds

1. **Print to the following port**
   Displays either the port where the printer is connected or the path to the network printer.

   To change the printing destination, either select the printing destination port from the list or enter the network path here.

2. **Print using the following driver**
   Displays the type of the printer driver. Specify the printer being used or a printer model which can be emulated with the printer being used.

3. Capture Printer Port... / End Capture... **button**
   Assigns a local port to the network connected printer or cancels a local port assigned to the network printer.

4. **Timeout settings - Not selected**
   Specify the amount of time (in seconds) allowed to elapse before the printer comes online. If the printer is not online within this duration, an error message will be displayed.

5. **Timeout settings - Transmission retry**
   Specify the amount of time (in seconds) allowed to elapse before the printer is ready for printing. If the printer is not ready for printing within this duration, an error message will be displayed.

   Increase this value if a timeout error occurs when printing a large document.

6. Add Port... / Delete Port... **button**
   Adds/deletes a new port or a new network path.

7. New Driver... **button**
   Updates or modifies the printer driver.

Windows 98/Me

8. Spool Settings... **button**

Specify the method of sending (spooling) documents from the program to the printer.

- **Spool Data Format**

  Select spool data type (EMF format or RAW format). Specifying RAW format results in a longer time elapsing before an application becomes operational after printing from it.

  Note: Spooling by EMF format (enhanced metafile compression) may cause the following problems on some application software.

  1) Printing result is different from the screen display.
  2) Printing requires excessive time.

- **Enable bidirectional support**

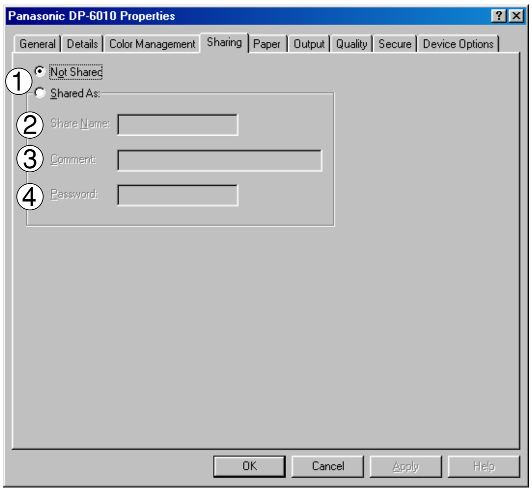
  This setting enables reception of configuration data and status data from the printer.

9. Port Settings... **button**

Modifies printer port settings.

Windows 98/Me

Sharing Tab


Panasonic DP-6010 Properties
General
Details
Color Management
Sharing
Paper
Output
Quality
Secure
Device Options
1
2
3
4
Share Name:
Comment:
Password:
OK
Cancel
Apply
Help

● Not Shared
○ Shared As:

1. **Not Shared/Shared As**
   Select whether to display or share this printer with other computers.

2. **Share Name**
   Specify the name of the shared printer. The displayed name can be used as it is or a new name may be entered. The name specified here will be displayed when other users view information about the printer on the network.

3. **Comment**
   You can enter comments regarding a shared printer (such as the type of printer and the location where it is installed). When other users view information about the printer on the network, the comment specified here will be displayed.

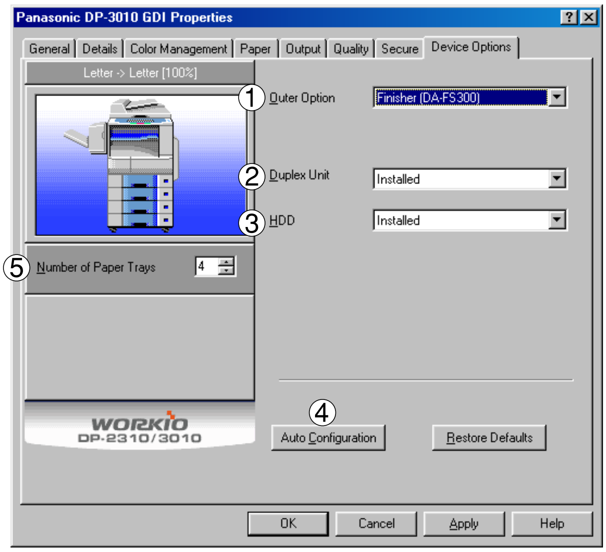
4. **Password**
   Specify the password required when other users will connect to this printer.
   Leave the box blank in order not to use any password.

NOTE

*1. **Sharing** Tab in property dialog box is not displayed unless printer sharing has been specified.*

Windows 98/Me

Device Options Tab (For DP-2310/3010 only)



Panasonic DP-3010 GDI Properties

Outer Option: Finisher (DA-FS300)

Duplex Unit: Installed

HDD: Installed

Number of Paper Trays: 4

General
Details
Color Management
Paper
Output
Quality
Secure
Device Options
Letter -> Letter [100%]
①
②
③
④
⑤
WORKIO
DP-2310/3010
Auto Configuration
Restore Defaults
OK
Cancel
Apply
Help

1. **Outer Option**
   Select the installed outer option.

2. **Duplex Unit**
   Select **Installed** if a Duplex Unit is installed.

3. **HDD**
   Select **Installed** if the HDD Unit is installed.

4. Auto Configuration **button**
   When your machine is connected on the network (TCP/IP), click this button to set the Options Configuration automatically.

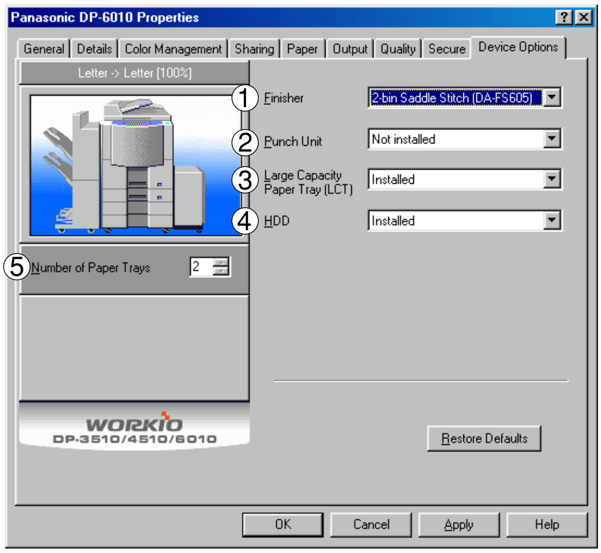
5. **Number of Paper Trays**
   Select the number of available paper trays for the printer if an optional Paper Feed Module is installed.

NOTE

1 ***Device Options*** *Tab specifies device-specific settings and settings of optional devices.*

Windows 98/Me

Device Options Tab (For DP-3510/4510/6010 only)


Panasonic DP-6010 Properties
General
Details
Color Management
Sharing
Paper
Output
Quality
Secure
Device Options
Letter -> Letter [100%]
WORKIO
DP-3510/4510/6010
Restore Defaults
OK
Cancel
Apply
Help

① Finisher: 2-bin Saddle Stitch (DA-FS605)
② Punch Unit: Not installed
③ Large Capacity Paper Tray (LCT): Installed
④ HDD: Installed
⑤ Number of Paper Trays: 2

1. **Finisher**
   Select the type of the finisher if one is installed.
2. **Punch Unit**
   Select **Installed** if a Punch Unit is installed.
3. **Large Capacity Paper Tray (LCT)**
   Select **Installed** if a Large Capacity Paper Tray is installed.
4. **HDD**
   Select **Installed** if the HDD Unit is installed.
5. **Number of Paper Trays**
   Select the number of available paper trays for the printer if an optional Paper Feed Module is installed.

NOTE

*1 **Device Options** Tab specifies device-specific settings and settings of optional devices.*

Windows 98/Me

Paper/Output/Quality/Secure Tab

Refer to All Windows Common Settings (See page 73 - 79).

Configuring the Printer Driver Settings

Windows NT 4.0 (Administrator)

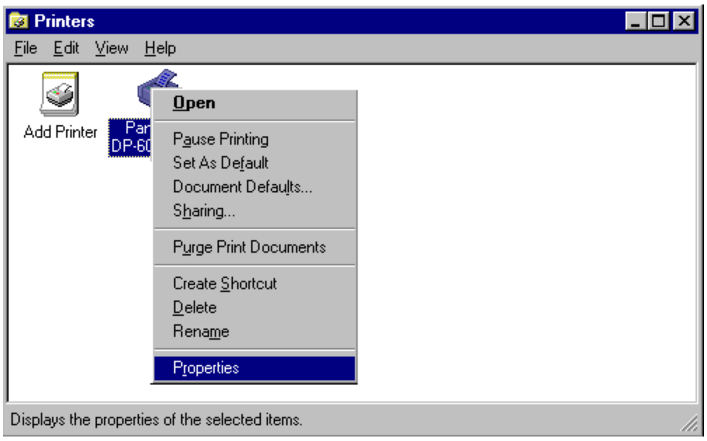
To change the printer settings, open the dialog box for the printer properties by performing the following steps.

1. Logon to the computer/network using an account with administrator rights. (See Note 1)

2. Click the **Start** button, select **Settings**, and then click **Printers**.

3. Right-click on the desired printer icon in the **Printers** folder, and select **Properties** in the popup menu.

   The printer properties dialog box appears.


Printers
File
Edit
View
Help
Add Printer
Par
DP-60
Open
Pause Printing
Set As Default
Document Defaults...
Sharing...
Purge Print Documents
Create Shortcut
Delete
Rename
Properties

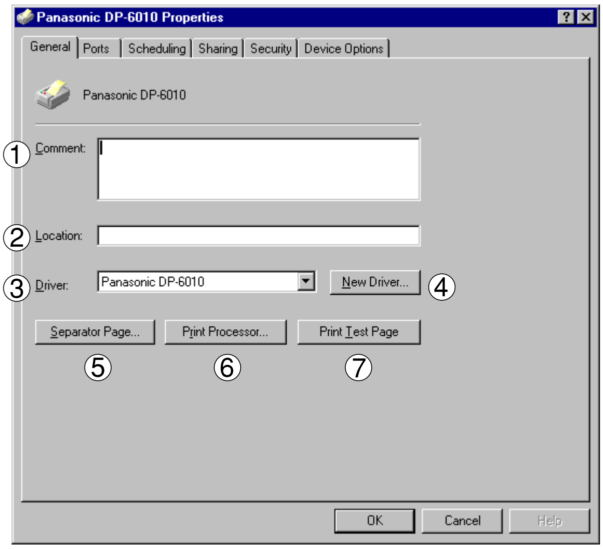
Displays the properties of the selected items.

NOTE

1. In Windows NT 4.0, setting the properties depends on the log on account. This section describes properties to be specified by the administrator (system manager).
See "Configuring the Printer Driver Settings (User)" for details on user properties. (See page 60)

Windows NT 4.0 (Administrator)

General Tab


Panasonic DP-6010 Properties
General
Ports
Scheduling
Sharing
Security
Device Options
Panasonic DP-6010
①
Comment:
②
Location:
③
Driver:
Panasonic DP-6010
New Driver...
④
Separator Page...
Print Processor...
Print Test Page
⑤
⑥
⑦
OK
Cancel
Help

1. **Comment**
   Enter comments to the properties, if any.

   If another user sets up this printer on his or her computer when sharing the printer, the comment specified here will also appear on that computer. However, the comment displayed for an existing user will remain unchanged even if the comment is modified later.

2. **Location**
   Specifies the printer location.

3. **Driver**
   Displays the printer driver type. Specify the printer being used or a printer model that can be emulated with the printer being used.

4. New Driver... **button**
   Updates or modifies the printer driver.

5. Separator Page... **button**
   This feature is not available on your machine.

6. Print Processor... **button**
   Specify the processor to be used for printing (Print Processor) and the data type (Default Data type).

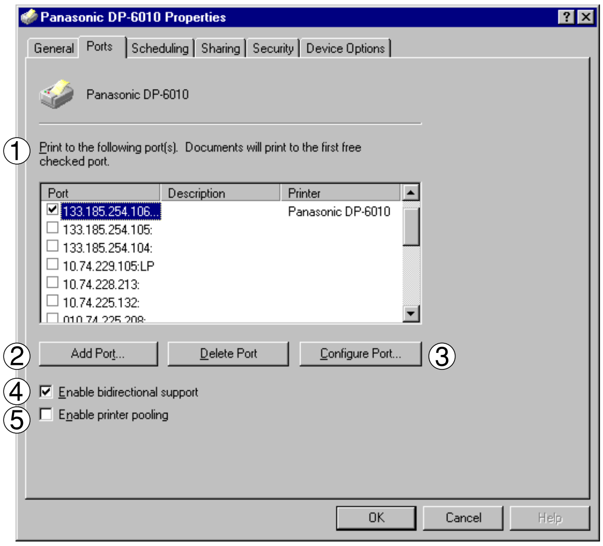
   The processor and data type affect the manner in which the printer functions in Windows NT. Normally they do not need to be modified. However, modification might be necessary when the printer is used with a special application.

7. Print Test Page **button**
   Prints a test page. This allows the user to verify if the printer is installed properly.

Configuring the Printer Driver Settings

Windows NT 4.0 (Administrator)

Ports Tab


Panasonic DP-6010 Properties
General
Ports
Scheduling
Sharing
Security
Device Options
Panasonic DP-6010
Add Port...
Delete Port
Configure Port...
OK
Cancel
Help
①
②
③
④
⑤

Print to the following port(s). Documents will print to the first free checked port.

Port	Description	Printer
☑ 133.185.254.106...		Panasonic DP-6010
☐ 133.185.254.105:		
☐ 133.185.254.104:		
☐ 10.74.229.105:LP		
☐ 10.74.228.213:		
☐ 10.74.225.132:		
☐ 010.74.225.208:		

☑ Enable bidirectional support

☐ Enable printer pooling

1. **Print to the following port(s)**
   Displays a list of available ports for printing (Port), their status (Description) and printers that are connected to these ports (Printer).

2. Add Port... / Delete Port **button**
   Adds/deletes a new port or a new network path.

3. Configure Port... **button**
   Configures the selected port. In case of a parallel port, Transmission Retry should be specified. (See Note 1, 2)

4. **Enable bidirectional support**
   This setting enables reception of configuration data and status data from the printer.

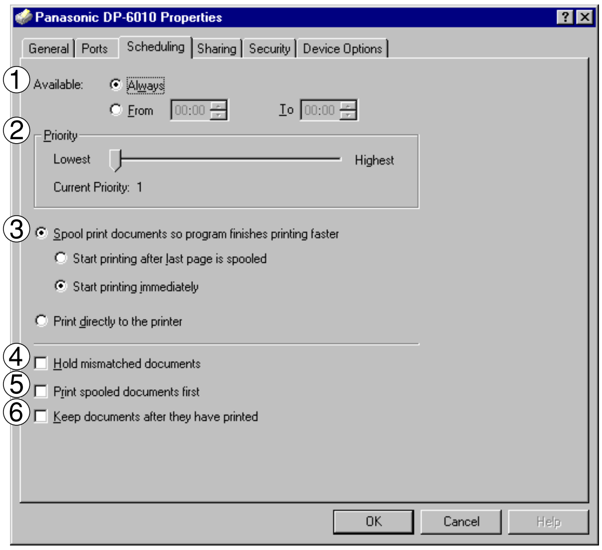
5. **Enable printer pooling**
   Printer pooling allows data sent to one logical printer to be received and printed by two or more printers. With printer pooling enabled, a transmitted printing job is output to the first printer that is ready for printing.

NOTE

1. *Specify time (seconds) waiting for the printer to be ready for printing. If a printer is not ready for printing after the specified time has elapsed, an error message is displayed.*
2. *If a timeout error occurs frequently upon printing a large size document, specify a larger value here.*

Windows NT 4.0 (Administrator)

Scheduling Tab



Available: ● Always
○ From 00:00 To 00:00

Priority
Lowest — Highest
Current Priority: 1

● Spool print documents so program finishes printing faster
○ Start printing after last page is spooled
● Start printing immediately
○ Print directly to the printer

☐ Hold mismatched documents
☐ Print spooled documents first
☐ Keep documents after they have printed

1. **Available**
   Schedules when the printer is available for operation. Specify operating hours when **From-To** is selected.

2. **Priority**
   Sets printing priority. The slider allows the priority to be adjusted from 1 through 99.

3. **Spool print documents... / Print directly to the printer**
   Specify how documents should be sent from an application to the printer.

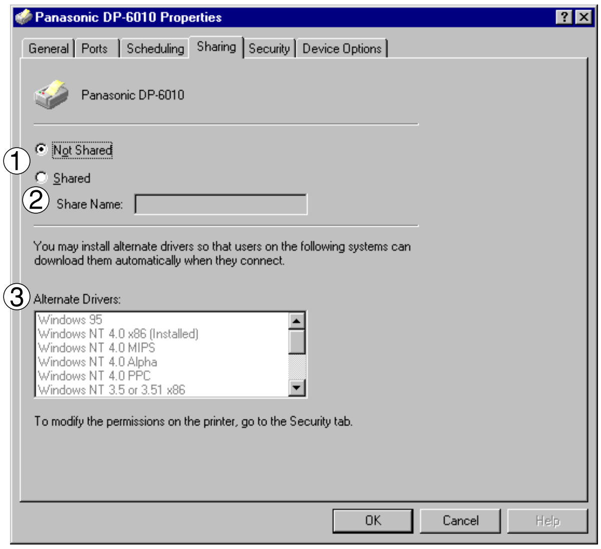
4. **Hold mismatched documents**
   The spooler compares document settings against printer settings and holds printing of a document if its settings (Paper Size, Orientation, etc.) do not match the printer settings.

5. **Print spooled documents first**
   Always prints spooled documents first regardless of printing priority.

6. **Keep documents after they have printed**
   Holds documents in the print queue even after they have been printed. These documents can be printed again directly from the queue regardless of the state the application is in.

Windows NT 4.0 (Administrator)

Sharing Tab



Panasonic DP-6010

● Not Shared

○ Shared

Share Name:

You may install alternate drivers so that users on the following systems can download them automatically when they connect.

Alternate Drivers:

- Windows 95
- Windows NT 4.0 x86 (Installed)
- Windows NT 4.0 MIPS
- Windows NT 4.0 Alpha
- Windows NT 4.0 PPC
- Windows NT 3.5 or 3.51 x86

To modify the permissions on the printer, go to the Security tab.

1. **Not Shared/Shared**
   Select whether to display or share this printer with other computers.

2. **Share Name**
   Specify the name of the shared printer. The displayed name can be used as it is or a new name may be entered. The name specified here will be displayed when other users view information about the printer on the network.

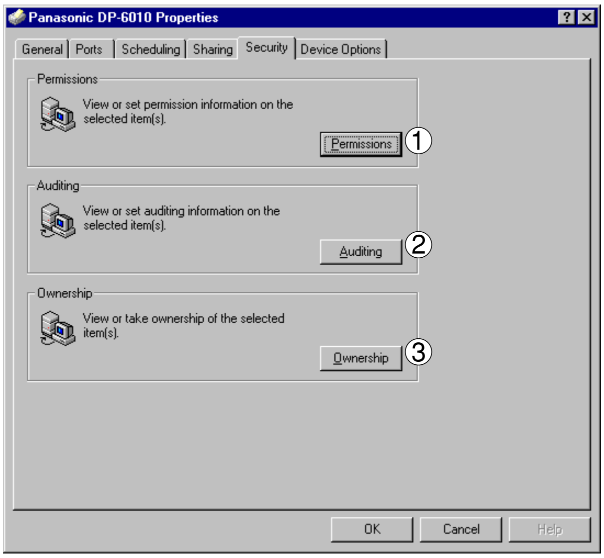
3. **Alternate Drivers** (See Note 1)
   Allows other operating systems' printer drivers to be loaded. When users of these operating systems connect to the printer, the printer driver is automatically loaded.

NOTE

1. *When sharing a printer on the network, the print driver needs to be installed on the print server only, other computers will automatically copy and use that driver.*
   For this reason, the print server must be ready with printer drivers for all the operating systems of all the computers that will be sharing the printer.

Windows NT 4.0 (Administrator)

Security Tab


Panasonic DP-6010 Properties
General
Ports
Scheduling
Sharing
Security
Device Options
Permissions
Permissions
①
Auditing
Auditing
②
Ownership
Ownership
③
OK
Cancel
Help

View or set permission information on the selected item(s).

View or set auditing information on the selected item(s).

View or take ownership of the selected item(s).

1. Permissions **button**
   Set printer access privileges.

2. Auditing **button**
   Displays the users who have used this printer and how they used it.

3. Ownership **button**
   Set the ownership of the printer.

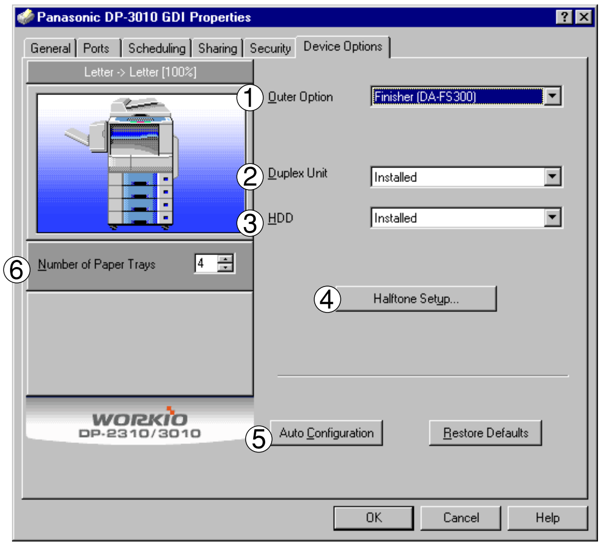
NOTE

1. In order to utilize these features, first you need to select Autid... from User Manager's Policies and enable File and Object Access in the Audit Policy dialog box.

Configuring the Printer Driver Settings

Windows NT 4.0 (Administrator)

Device Options Tab (For DP-2310/3010 only)


Panasonic DP-3010 GDI Properties
General
Ports
Scheduling
Sharing
Security
Device Options
Letter -> Letter [100%]
WORKiO
DP-2310/3010
Halftone Setup...
Auto Configuration
Restore Defaults
OK
Cancel
Help

① Outer Option: Finisher (DA-FS300)

② Duplex Unit: Installed

③ HDD: Installed

④ Halftone Setup...

⑤ Auto Configuration

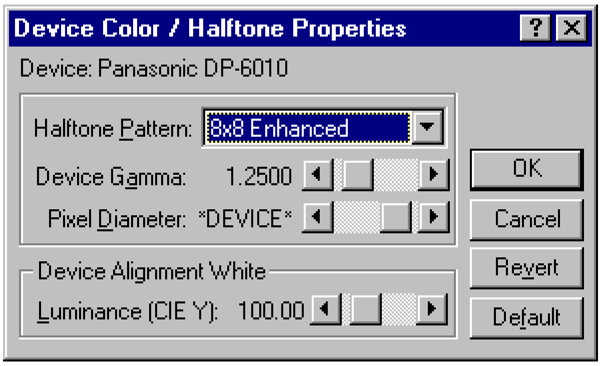
⑥ Number of Paper Trays: 4

1. **Outer Option**
   Select the installed outer option.

2. **Duplex Unit**
   Select **Installed** if a Duplex Unit is installed.

3. **HDD**
   Select **Installed** if the HDD Unit is installed.

4. **Halftone Setup**
   Halftone Setup... **button**
   Select the halftoning method to be used (halftones specific to the printer).
   Select it according to the details of the data and your preference.


Device Color / Halftone Properties
OK
Cancel
Revert
Default

Device: Panasonic DP-6010

Halftone Pattern: 8x8 Enhanced

Device Gamma: 1.2500

Pixel Diameter: *DEVICE*

Device Alignment White

Luminance (CIE Y): 100.00

- **Halftone Pattern**
  Select the pixel size to be used for halftones.
  The greater the value, the coarser the image would become. However, a larger value is suited for printing large areas.
  The Enhanced pattern allows printing at a higher resolution using the same number of pixels. However, the pattern might generate unnatural lines, patterns, moire effects, and so on depending on the image to be printed.

- **Device Gamma**
  Adjust the gamma of print images (color intensities).

- **Pixel Diameter**
  Adjust the darkness of the print image. Move the slider to specify the pixel size. You can choose between specifying the real size in inches or specifying it as a percentage relative to the printer resolution.

- **Luminance (CIE Y)**
  Adjust the luminosity of the print image.

5. Auto Configuration **button**
   When your machine is connected on the network (TCP/IP), click this button to set the Options Configuration automatically.

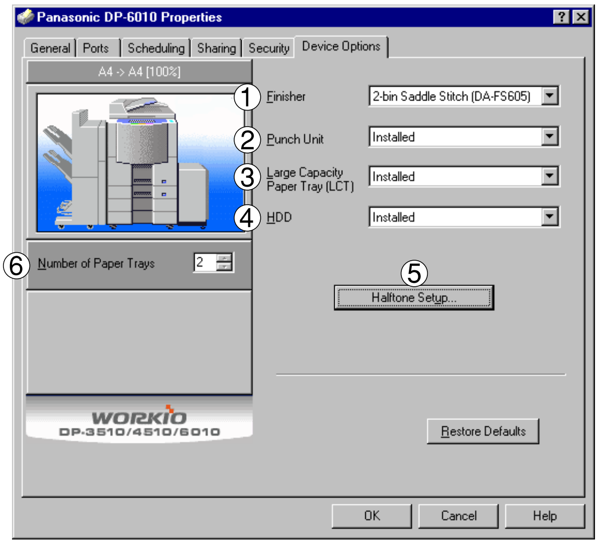
6. **Number of Paper Trays**
   Select the number of available paper trays for the printer if an optional Paper Feed Module is installed.

NOTE

1 ***Device Options*** *Tab specifies device-specific settings and settings of optional devices.*

Windows NT 4.0 (Administrator)

Device Options Tab (For DP-3510/4510/6010 only)



Panasonic DP-6010 Properties

A4 -> A4 [100%]

Finisher: 2-bin Saddle Stitch (DA-FS605)

Punch Unit: Installed

Large Capacity Paper Tray (LCT): Installed

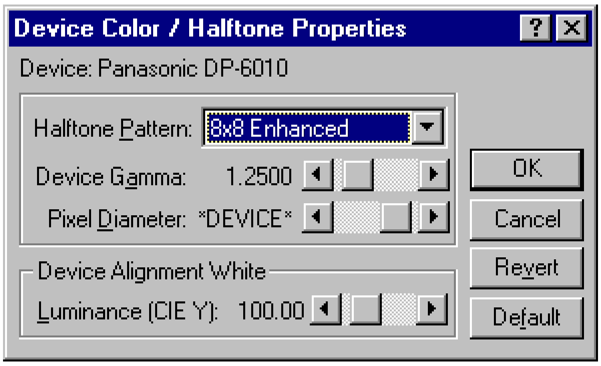
HDD: Installed

Number of Paper Trays: 2

General
Ports
Scheduling
Sharing
Security
Device Options
①
②
③
④
⑤
⑥
Halftone Setup...
WORKIO
DP-3510/4510/6010
Restore Defaults
OK
Cancel
Help

1. **Finisher**
   Select the type of the finisher if one is installed.
2. **Punch Unit**
   Select **Installed** if a Punch Unit is installed.
3. **Large Capacity Paper Tray (LCT)**
   Select **Installed** if a Large Capacity Paper Tray is installed.
4. **HDD**
   Select **Installed** if the HDD Unit is installed.
5. **Halftone Setup**

   Halftone Setup... **button**
   Select the halftoning method to be used (halftones specific to the printer).
   Select it according to the details of the data and your preference.



Device Color / Halftone Properties

Device: Panasonic DP-6010

Halftone Pattern: 8x8 Enhanced

Device Gamma: 1.2500

Pixel Diameter: *DEVICE*

Device Alignment White

Luminance (CIE Y): 100.00

OK
Cancel
Revert
Default

Windows NT 4.0 (Administrator)

- **Halftone Pattern**
  Select the pixel size to be used for halftones.
  The greater the value, the coarser the image would become. However, a larger value is suited for printing large areas.
  The Enhanced pattern allows printing at a higher resolution using the same number of pixels. However, the pattern might generate unnatural lines, patterns, moire effects, and so on depending on the image to be printed.

- **Device Gamma**
  Adjust the gamma of print images (color intensities).

- **Pixel Diameter**
  Adjust the darkness of the print image. Move the slider to specify the pixel size. You can choose between specifying the real size in inches or specifying it as a percentage relative to the printer resolution.

- **Luminance (CIE Y)**
  Adjust the luminosity of the print image.

6. **Number of Paper Trays**
   Select the number of available paper trays for the printer if an optional Paper Feed Module is installed.

NOTE

*1 **Device Options** Tab specifies device-specific settings and settings of optional devices.*

Configuring the Printer Driver Settings

Windows NT 4.0 (User)

To change the printer settings, open the dialog box for the printer properties by performing the following steps.

1. Select **Print** in the **File** menu of the application.
2. Select the printer model in the name list box.
3. Click the Properties... button in the **Print** dialog box.
4. The printer properties dialog box appears. Click the desired tabs of the dialog box and specify the properties.
   (See Note 1)
   (See page 73 - 79)

NOTE

1. In Windows NT 4.0, setting properties depends on the logon account. This section describes properties to be specified by a user, upon executing a print operation in an application. See "Configuring the Printer Driver Settings (Administrator)" for details on administrator properties. (See page 50)

Windows 2000/XP (Administrator)

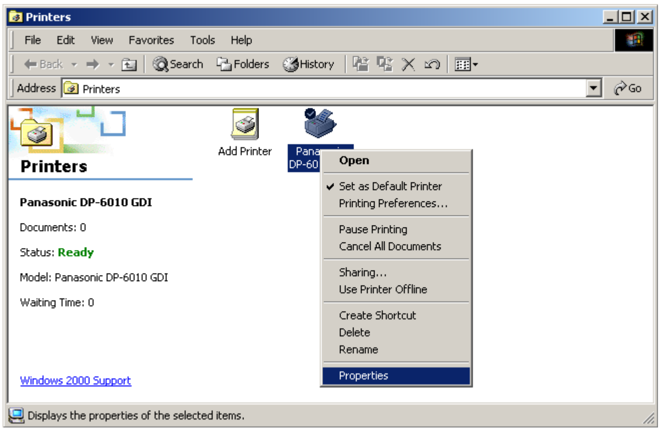
To change the printer settings, open the dialog box for the printer properties by performing the following steps.

1 Logon to the computer/network using an account with administrator rights.

2 Click the **Start** button, select **Settings**, and then click **Printers**.

3 Right-click on the desired printer icon in the **Printers** folder, and select **Properties** in the popup menu.

The printer properties dialog box appears. (See Note 1)


Printers
File Edit View Favorites Tools Help
Back Search Folders History
Address Printers
Go
Printers
Add Printer
Pana DP-60
Open
✓ Set as Default Printer
Printing Preferences...
Pause Printing
Cancel All Documents
Sharing...
Use Printer Offline
Create Shortcut
Delete
Rename
Properties
Windows 2000 Support

Panasonic DP-6010 GDI

Documents: 0

Status: Ready

Model: Panasonic DP-6010 GDI

Waiting Time: 0

Displays the properties of the selected items.

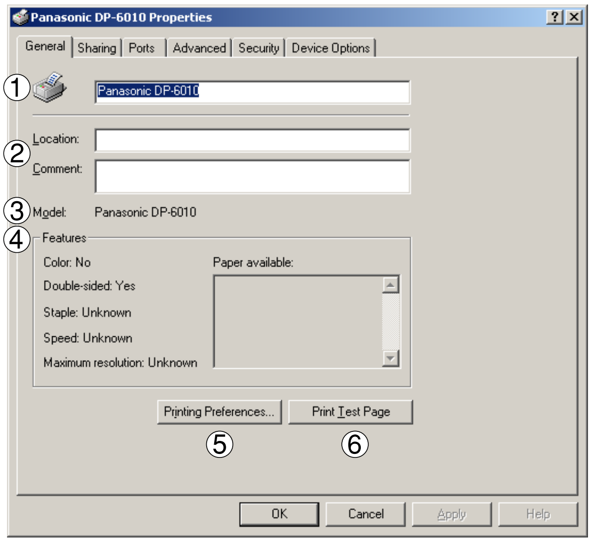
NOTE

1. In Windows 2000/XP, setting the properties depends on the logon account. This section describes properties to be specified by the administrator (system manager). See "Configuring the Printer Driver Settings" for details on user properties. (See page 72)

Configuring the Printer Driver Settings

Windows 2000/XP (Administrator)

General Tab


Panasonic DP-6010 Properties
General
Sharing
Ports
Advanced
Security
Device Options
①
②
③
④
Location:
Comment:
Features
Paper available:
Printing Preferences...
Print Test Page
⑤
⑥
OK
Cancel
Apply
Help

Panasonic DP-6010

Model: Panasonic DP-6010

Color: No

Double-sided: Yes

Staple: Unknown

Speed: Unknown

Maximum resolution: Unknown

1. **Printer Name**
   Name of the printer specified upon installation is displayed.

2. **Location and Comment**
   Enter a comment about the location of the printer and information about the printer.

   If a printer is shared, the location and comments specified in this field appear when another user sets up this printer on his/her computer. After completion of setup, however, changing this comment does not update the location and comment appearing on users PCs.

3. **Model**
   Model name of the printer is displayed.

4. **Features**
   Functions and settings of the printer are displayed.

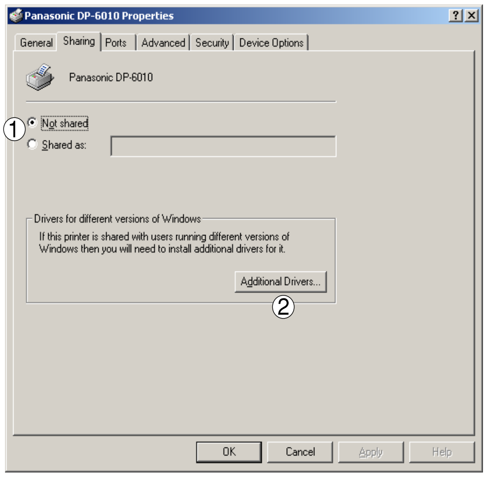
5. Printing Preferences... **button**
   Changes properties (print settings) specifiable for each user.
   Refer to "Configuring the Printer Driver Settings (User)" for details on settings (See page 72).

6. Print Test Page **button**
   Prints a test page. This allows the user to verify if the printer is installed properly.

Windows 2000/XP (Administrator)

Sharing Tab

<Windows 2000>


Panasonic DP-6010 Properties
General
Sharing
Ports
Advanced
Security
Device Options
①
②
Additional Drivers...
OK
Cancel
Apply
Help

Panasonic DP-6010

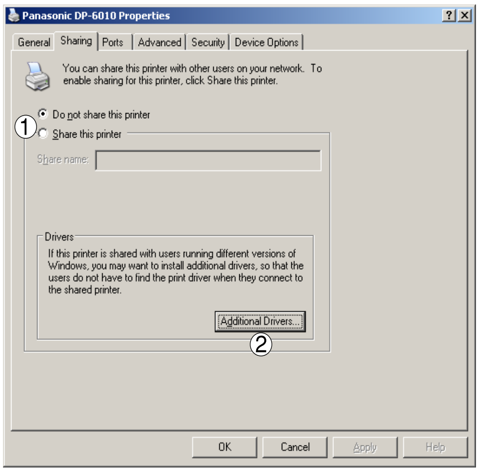
● Not shared

○ Shared as:

Drivers for different versions of Windows

If this printer is shared with users running different versions of Windows then you will need to install additional drivers for it.

<Windows XP>


Panasonic DP-6010 Properties
General
Sharing
Ports
Advanced
Security
Device Options
①
②
Additional Drivers...
OK
Cancel
Apply
Help

You can share this printer with other users on your network. To enable sharing for this printer, click Share this printer.

● Do not share this printer

○ Share this printer

Share name:

Drivers

If this printer is shared with users running different versions of Windows, you may want to install additional drivers, so that the users do not have to find the print driver when they connect to the shared printer.

1. **Not Shared/Shared As (Do not share this printer/Share this printer)**
   Specify if this printer is displayed or shared with other computers.

   For sharing a printer, specify the share name of a printer. A name specified here appears when other users view the printer information on a network.

2. Additional Drivers... **button**
   Install additional printer drivers on the system. (See Note 1)

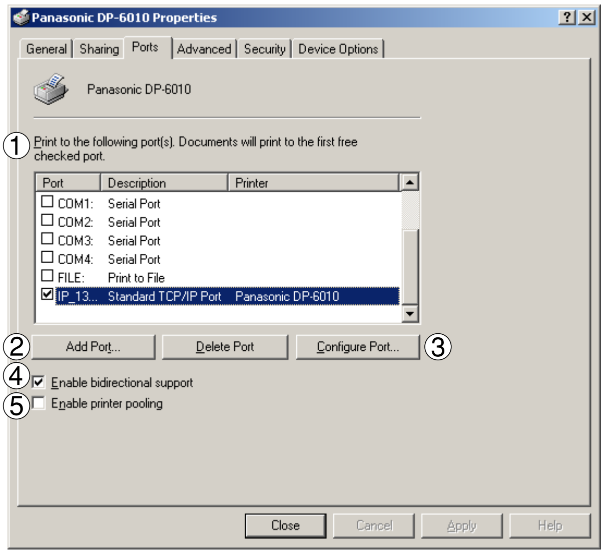
   When users running different versions of Windows share a printer, installing additional drivers avoids the need for installing new drivers on their systems.

NOTE

1. When sharing a printer on the network, the print driver needs to be installed on the print server only, other computers will automatically copy and use that driver.
For this reason, the print server must be ready with printer drivers for all the operating systems of all the computers that will be sharing the printer.

Windows 2000/XP (Administrator)

Ports Tab


Panasonic DP-6010 Properties
General
Sharing
Ports
Advanced
Security
Device Options
Panasonic DP-6010
①
②
③
④
⑤
Add Port...
Delete Port
Configure Port...
Close
Cancel
Apply
Help

Print to the following port(s). Documents will print to the first free checked port.

Port	Description	Printer
☐ COM1:	Serial Port	
☐ COM2:	Serial Port	
☐ COM3:	Serial Port	
☐ COM4:	Serial Port	
☐ FILE:	Print to File	
☑ IP_13...	Standard TCP/IP Port	Panasonic DP-6010

☑ Enable bidirectional support

☐ Enable printer pooling

1. **Print to the following port(s)**
   Displays a list of ports that allow printing, their status (description), and printers connected to the ports.

2. Add Port... / Delete Port **button**
   Adds/deletes a new port or a new network path.

3. Configure Port... **button**
   Configure the port that is selected. On a parallel port, wait time (in seconds) for retransmission is specified. (See Note 1, 2)

4. **Enable bidirectional support**
   This setting enables reception of configuration data and status data from the printer.

5. **Enable printer pooling**
   Printer pooling allows data sent to one logical printer to be received and printed by two or more printers. With printer pooling enabled, a transmitted printing job is output to the first printer that is ready for printing.

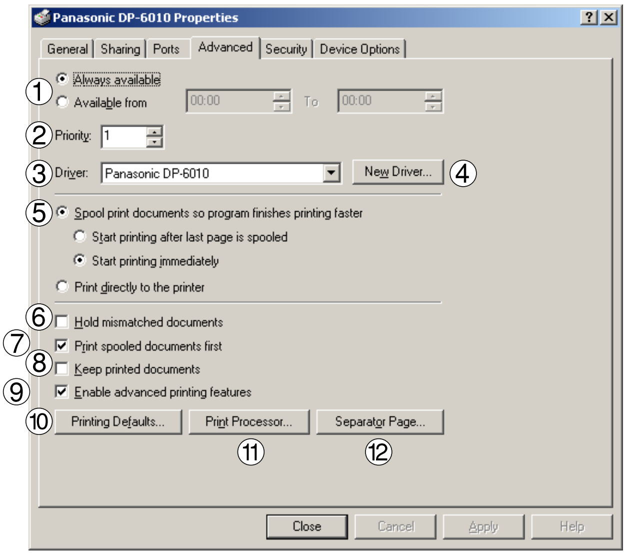
NOTE

1. Specify the time (seconds) waiting for the printer to be ready for printing. If the printer is not ready for printing after the specified time has elapsed, an error message is displayed.

2. If a timeout error occurs frequently upon printing a large size document, specify a larger value here.

Windows 2000/XP (Administrator)

Advanced Tab


Panasonic DP-6010 Properties
? ×
General
Sharing
Ports
Advanced
Security
Device Options
①
②
③
④
⑤
⑥
⑦
⑧
⑨
⑩
⑪
⑫
To
New Driver...
Printing Defaults...
Print Processor...
Separator Page...
Close
Cancel
Apply
Help

● Always available

○ Available from 00:00 To 00:00

Priority: 1

Driver: Panasonic DP-6010

● Spool print documents so program finishes printing faster

○ Start printing after last page is spooled

● Start printing immediately

○ Print directly to the printer

☐ Hold mismatched documents

☑ Print spooled documents first

☐ Keep printed documents

☑ Enable advanced printing features

1. **Always available/Available from**
   Specify the operating schedule for a printer. Selecting **Available from** allows specifying an available operation time.

2. **Priority**
   Specify the priority in printing. Priority is adjustable from 1 to 99. Documents of higher priority are printed before those of lower priority.

3. **Driver**
   Displays the printer driver type. Specify the printer being used, or a printer model that can be emulated with the printer being used.

4. New Driver... **button**
   Updates or modifies the printer driver.

5. **Spool print documents so program finishes printing faster**
   Specify the method of sending a document from the program to the printer.

6. **Hold mismatched documents**
   The spooler compares document settings against printer settings and holds printing of a document if its settings (Paper Size, Orientation, etc.) do not match the printer settings.

7. **Print spooled documents first**
   Always prints spooled documents first regardless of printing priority.

8. **Keep printed documents**
   After printing, documents are kept in the queue. The documents are allowed to be reprinted directly from the queue regardless of the status of an application.

Configuring the Printer Driver Settings

Windows 2000/XP (Administrator)

9. **Enable advanced printing features**
   Enables advanced printing features. Optional features of the printer (page ordering, booklet printing, numbering on sheets) are enabled. These features can be disabled if a problem occurs due to incompatibility. Disabling the features may also disable the printing options.

10. Printing Defaults... **button**
    Specifies standard (default) values for the properties (print settings) specifiable for each user. If a local printer is shared, the settings here are used as printing defaults for other users.

    Refer to "Configuring the Printer Driver Settings (User)" for detailed settings. (See page 72)

11. Print Processor... **button**
    Specify a print processor and data type to be used for printing.

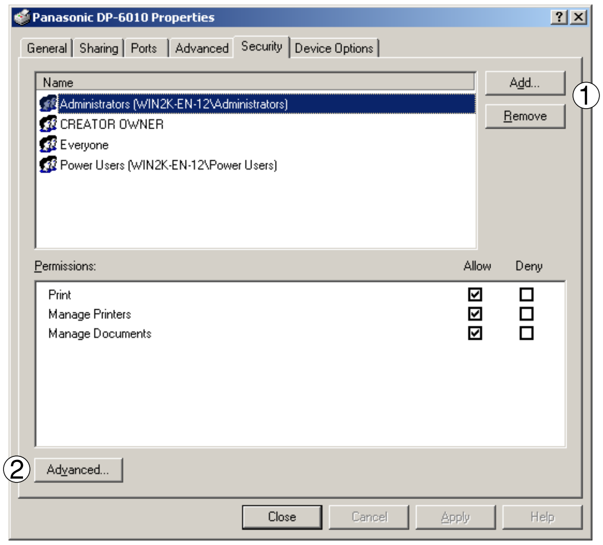
    The processor and data type define operations of printers under Windows 2000/XP.

    Usually no change is required in the settings. Use of a printer from some applications, however, may require changes in the settings.

12. Separator Page... **button**
    This feature is not available on your machine.

Windows 2000/XP (Administrator)

Security Tab


General
Sharing
Ports
Advanced
Security
Device Options
Add...
Remove
①
②
Advanced...
Close
Cancel
Apply
Help

Panasonic DP-6010 Properties

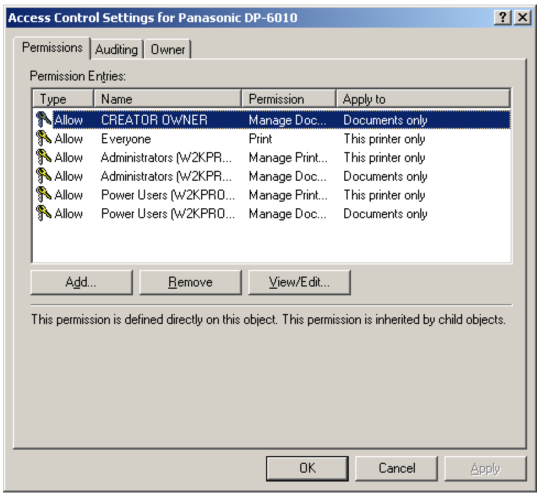
Name
Administrators (WIN2K-EN-12\Administrators)
CREATOR OWNER
Everyone
Power Users (WIN2K-EN-12\Power Users)

Permissions:	Allow	Deny
Print	☑	☐
Manage Printers	☑	☐
Manage Documents	☑	☐

Displays a list of users and groups to whom printer access is assigned to. A list of standard permissions for each group or user is displayed. Check or uncheck the checkboxes for permitting or prohibiting access. Gray checkbox indicates the permission inheritance.

1. Add... / Remove **button**
   Add or delete a user or group from the list.

2. Advanced... **button**
   Specify access to a printer, audit, and owner. (See Note 1, 2)


Permissions
Auditing
Owner
Add...
Remove
View/Edit...
OK
Cancel
Apply

Access Control Settings for Panasonic DP-6010

Permission Entries:

Type	Name	Permission	Apply to
Allow	CREATOR OWNER	Manage Doc...	Documents only
Allow	Everyone	Print	This printer only
Allow	Administrators (W2KPR...	Manage Print...	This printer only
Allow	Administrators (W2KPR...	Manage Doc...	Documents only
Allow	Power Users (W2KPRO...	Manage Print...	This printer only
Allow	Power Users (W2KPRO...	Manage Doc...	Documents only

This permission is defined directly on this object. This permission is inherited by child objects.

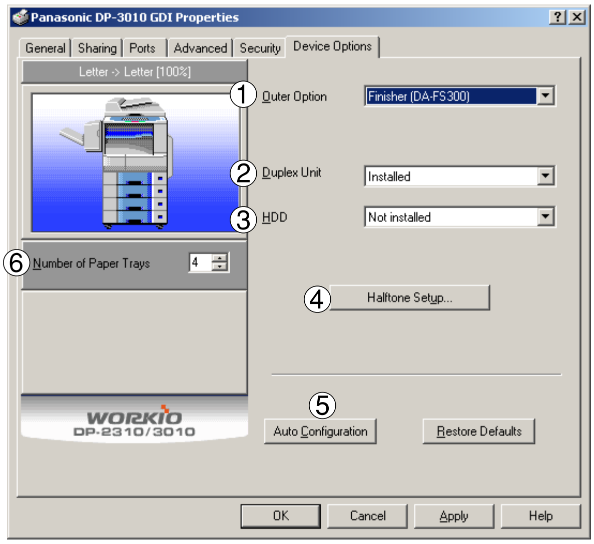
NOTE

1. *Windows 2000 provides the capability of managing access to various objects (e.g. printers) by users.*
2. *Refer the Windows 2000 documentation for details on access permission, audit, and owner.*
3. *The Security Tab is not shown in Windows XP.*

Configuring the Printer Driver Settings

Windows 2000/XP (Administrator)

Device Options Tab (For DP-2310/3010 only)


Panasonic DP-3010 GDI Properties
General
Sharing
Ports
Advanced
Security
Device Options
Letter -> Letter [100%]
①
②
③
④
⑤
⑥
Halftone Setup...
WORKIO
DP-2310/3010
Auto Configuration
Restore Defaults
OK
Cancel
Apply
Help

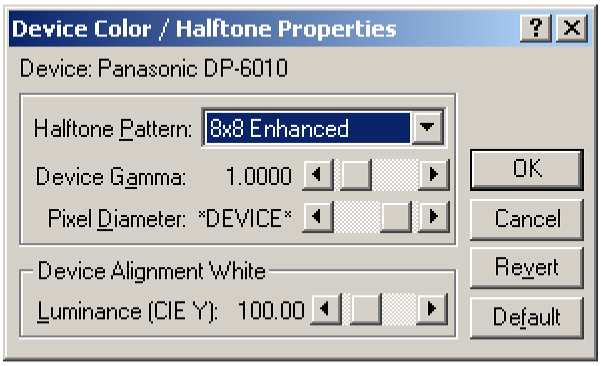
Outer Option: Finisher (DA-FS300)
Duplex Unit: Installed
HDD: Not installed
Number of Paper Trays: 4

1. **Outer Option**
   Select the installed outer option.

2. **Duplex Unit**
   Select **Installed** if a Duplex Unit is installed.

3. **HDD**
   Select **Installed** if the HDD Unit is installed.

4. **Halftone Setup**
   Halftone Setup... **button**
   Select the halftoning method to be used (halftones specific to the printer).
   Select it according to the details of the data and your preference.


Device Color / Halftone Properties
OK
Cancel
Revert
Default

Device: Panasonic DP-6010
Halftone Pattern: 8x8 Enhanced
Device Gamma: 1.0000
Pixel Diameter: *DEVICE*
Device Alignment White
Luminance (CIE Y): 100.00

- **Halftone Pattern**
  Select the pixel size to be used for halftones.
  The greater the value, the coarser the image would become. However, a larger value is suited for printing large areas.
  The Enhanced pattern allows printing at a higher resolution using the same number of pixels. However, the pattern might generate unnatural lines, patterns, moire effects, and so on depending on the image to be printed.

- **Device Gamma**
  Adjust the gamma of print images (color intensities).

- **Pixel Diameter**
  Adjust the darkness of the print image. Move the slider to specify the pixel size. You can choose between specifying the real size in inches or specifying it as a percentage relative to the printer resolution.

- **Luminance (CIE Y)**
  Adjust the luminosity of the print image.

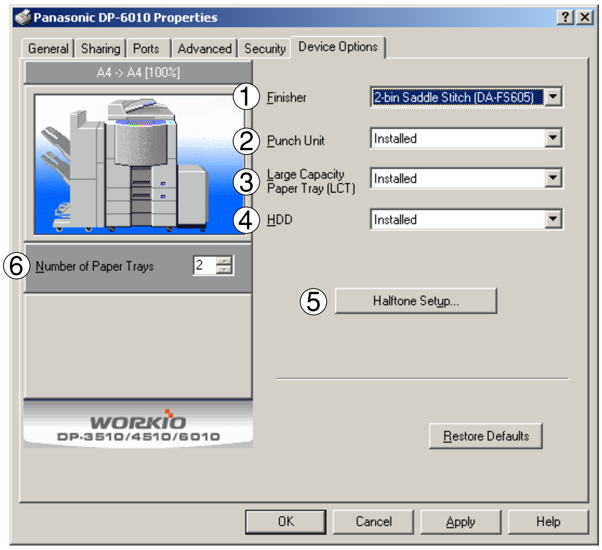
5. Auto Configuration **button**
   When your machine is connected on the network (TCP/IP), click this button to set the Options Configuration automatically.
6. **Number of Paper Trays**
   Select the number of available paper trays for the printer if an optional Paper Feed Module is installed.

NOTE

*1 **Device Options** Tab specifies device-specific settings and settings of optional devices.*

Windows 2000/XP (Administrator)

Device Options Tab (For DP-3510/4510/6010 only)

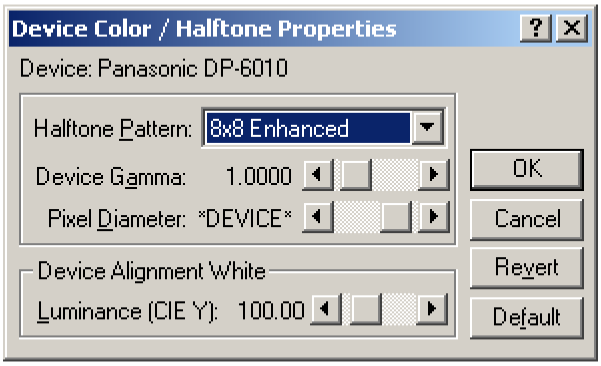


Panasonic DP-6010 Properties
General
Sharing
Ports
Advanced
Security
Device Options
A4 -> A4 [100%]
WORKIO
DP-3510/4510/6010
Halftone Setup...
Restore Defaults
OK
Cancel
Apply
Help

① Finisher: 2-bin Saddle Stitch (DA-FS605)
② Punch Unit: Installed
③ Large Capacity Paper Tray (LCT): Installed
④ HDD: Installed
⑤ Halftone Setup...
⑥ Number of Paper Trays: 2

1. **Finisher**
   Select the type of the finisher if one is installed.
2. **Punch Unit**
   Select **Installed** if a Punch Unit is installed.
3. **Large Capacity Paper Tray (LCT)**
   Select **Installed** if a Large Capacity Paper Tray is installed.
4. **HDD**
   Select **Installed** if the HDD Unit is installed.
5. **Halftone Setup**

   Halftone Setup... **button**
   Select the halftoning method to be used (halftones specific to the printer).
   Select it according to the details of the data and your preference.



Device Color / Halftone Properties
OK
Cancel
Revert
Default

Device: Panasonic DP-6010
Halftone Pattern: 8x8 Enhanced
Device Gamma: 1.0000
Pixel Diameter: *DEVICE*
Device Alignment White
Luminance (CIE Y): 100.00

Windows 2000/XP (Administrator)

- **Halftone Pattern**
  Select the pixel size to be used for halftones.
  The greater the value, the coarser the image would become. However, a larger value is suited for printing large areas.
  The Enhanced pattern allows printing at a higher resolution using the same number of pixels. However, the pattern might generate unnatural lines, patterns, moire effects, and so on depending on the image to be printed.

- **Device Gamma**
  Adjust the gamma of print images (color intensities).

- **Pixel Diameter**
  Adjust the darkness of the print image. Move the slider to specify the pixel size. You can choose between specifying the real size in inches or specifying it as a percentage relative to the printer resolution.

- **Luminance (CIE Y)**
  Adjust the luminosity of the print image.

6. **Number of Paper Trays**
   Select the number of available paper trays for the printer if an optional Paper Feed Module is installed.

NOTE

*1 **Device Options** Tab specifies device-specific settings and settings of optional devices.*

Configuring the Printer Driver Settings

Windows 2000/XP (User)

Changes the printer settings. Display the printer settings dialog box by performing the steps below.

1. Select **Print** in the **File** menu of the application.

2. Select the printer model in the name list box.

3. Click the Properties... button in the **Print** dialog box.

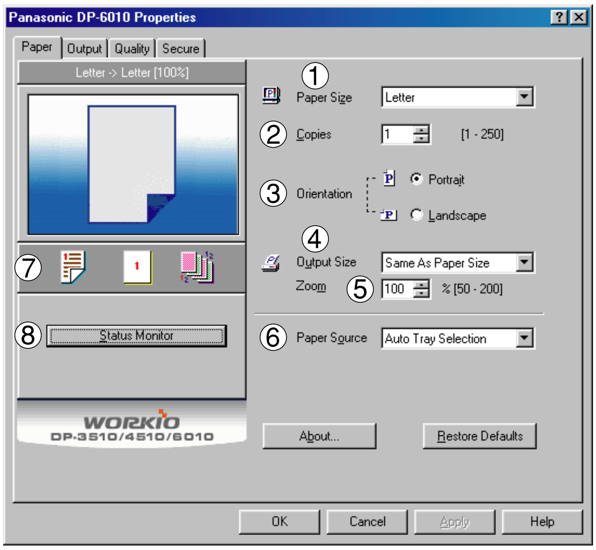
4. The printer properties dialog box appears. Click the desired tabs of the dialog box and specify the properties.
(See Note 1)
(See page 73 - 79)

NOTE

1. *In Windows 2000/XP, setting the properties depends on the log on accounts. This section describes properties to be specified by a user, upon executing a print operation in an application. See "Configuring the Printer Driver Settings (Administrator)" for details on administrator (system manager) properties. (See page 61)*

All Windows Common Settings

Paper Tab



Paper Size: Letter

Copies: 1 [1 - 250]

Orientation: ● Portrait ○ Landscape

Output Size: Same As Paper Size

Zoom: 100 % [50 - 200]

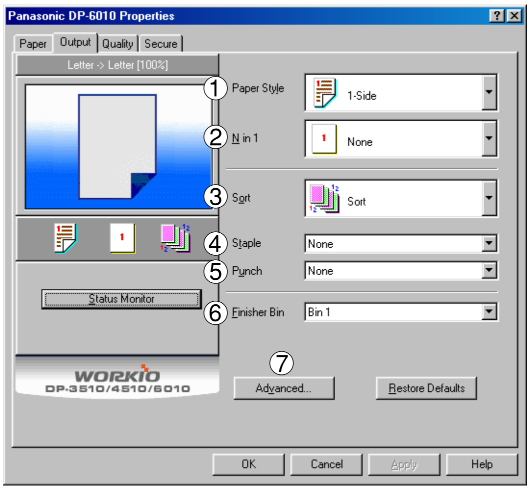
Paper Source: Auto Tray Selection

1. **Paper Size**
   Select a document size.
2. **Copies (DP-2310/3010: 1-999, DP-3510/4510/6010: 1-250)**
   Specify the number of copies to be printed. If the number of copies to be printed can be specified within the application, indicate one copy here and specify the number of copies in the Print dialog box of the application.
3. **Orientation**
   Specifies how the document is positioned on the page. Portrait orients the print vertically. Landscape orients the print horizontally. If available, Rotated Landscape rotates the paper 90 degrees counterclockwise.
4. **Output Size**
   Specifies the paper size to use. The various paper sizes listed match those supported by your printer.
5. **Zoom (50-200)**
   Specify an enlargement or reduction percentage when printing documents. If enlargement/reduction can be set within the application, indicate 100% here and specify the enlargement/reduction percentage in the Print dialog box of the application.
6. **Paper Source**
   Specify where the paper you want to use is located in the device. If you choose **Auto Tray Selection**, the printer driver will automatically select an appropriate tray according to the Paper Size selected.
7. **Print Properties Status Icons**
   Show the print status for the following properties.
   - Paper Style (Output Tab)
   - N in 1 (Output Tab)
   - Sort (Output Tab)
8. **Status Monitor**
   Recalls Network Status Monitor. (See page 168)

All Windows Common Settings

Output Tab

<For DP-3510/4510/6010>



Panasonic DP-6010 Properties

Letter -> Letter [100%]

① Paper Style: 1-Side

② N in 1: None

③ Sort: Sort

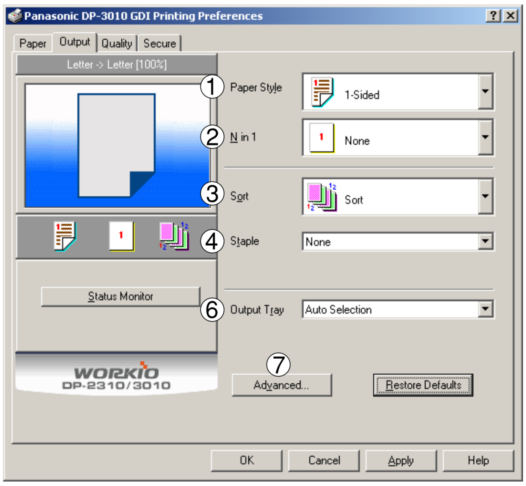
④ Staple: None

⑤ Punch: None

⑥ Finisher Bin: Bin 1

Paper
Output
Quality
Secure
Status Monitor
WORKiO
DP-3510/4510/6010
⑦
Advanced...
Restore Defaults
OK
Cancel
Apply
Help

<For DP-2310/3010>



Panasonic DP-3010 GDI Printing Preferences

Letter -> Letter [100%]

① Paper Style: 1-Sided

② N in 1: None

③ Sort: Sort

④ Staple: None

⑥ Output Tray: Auto Selection

Paper
Output
Quality
Secure
Status Monitor
WORKiO
DP-2310/3010
⑦
Advanced...
Restore Defaults
OK
Cancel
Apply
Help

1. **Paper Style**
   Select duplex printing for printing on both sides of the paper.
   You can select the printing style among 1-Side/2-Sided (Long Edge) /2-Sided (Long Edge Margin) /2-Sided (Short Edge) /2-Sided (Short Edge Margin).

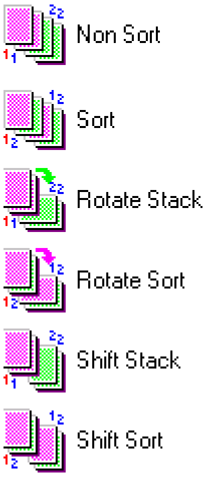
   - **Binding Direction**
     Select the binding side (Long Edge/Short Edge) for duplex printing.

   - **Binding Margin**
     Select the binding margin upon duplex printing. The width of the binding margin is specified on the device.

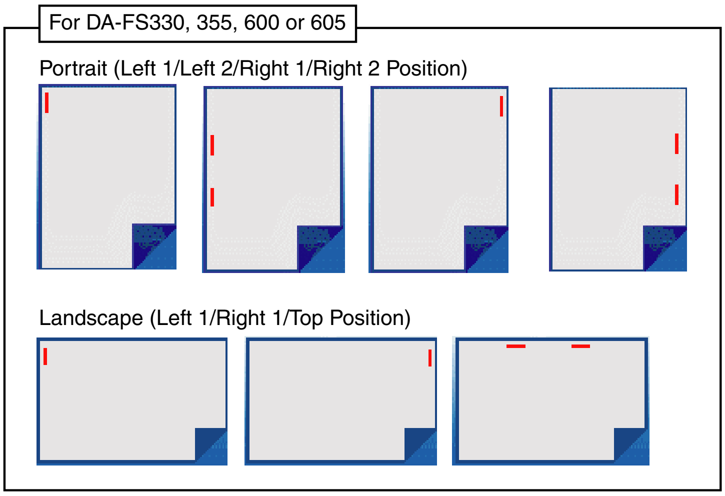
2. **N in 1**
   Specify the layout pattern for printing multiple documents on a single sheet of paper.

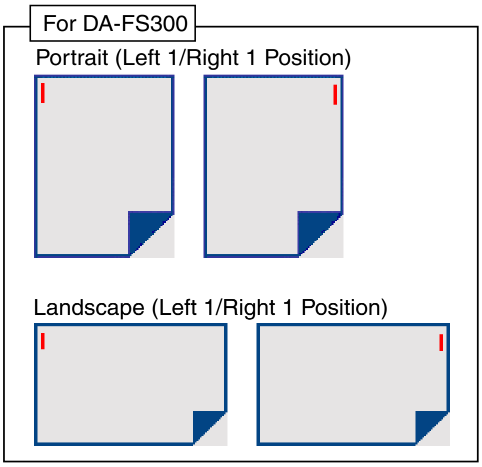
All Windows Common Settings

3. **Sort**
   Select whether to Stack or Sort when printing multiple copies.
   Note: Sort settings made on the printer driver screen have priority.
   It is not recommended to make them on the application screen.

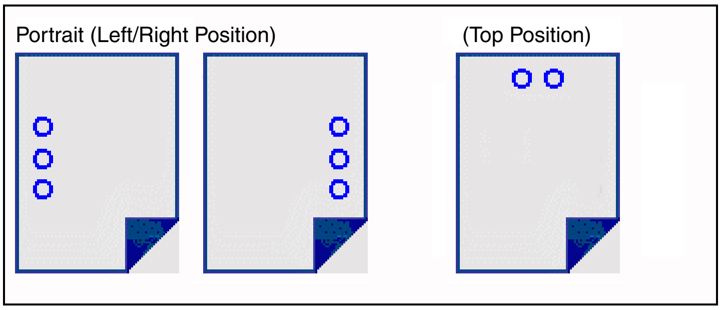

Non Sort
Sort
Rotate Stack
Rotate Sort
Shift Stack
Shift Sort

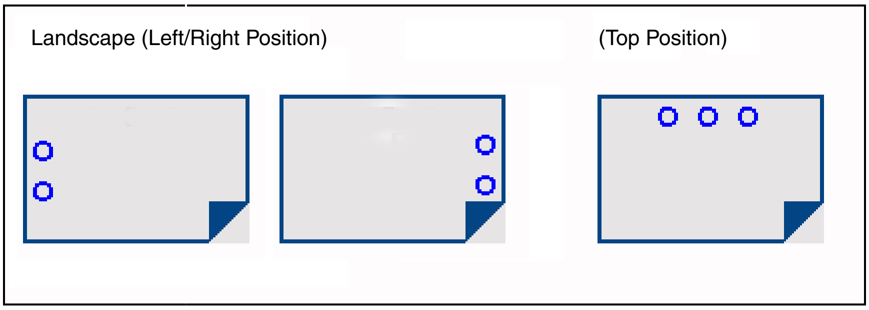
4. **Staple**
   Select the staple position. Available if the optional Finisher (DA-FS300, FS330, FS355, FS600 or FS605) is installed. Available for up to 30 sheets (Letter/A4).


For DA-FS330, 355, 600 or 605
Portrait (Left 1/Left 2/Right 1/Right 2 Position)
Landscape (Left 1/Right 1/Top Position)


For DA-FS300
Portrait (Left 1/Right 1 Position)
Landscape (Left 1/Right 1 Position)

5. **Punch** (For DP-3510/4510/6010 only)
   Select the punch position. Available if the optional Punch Unit (DA-SP31) is installed.


Portrait (Left/Right Position)
(Top Position)

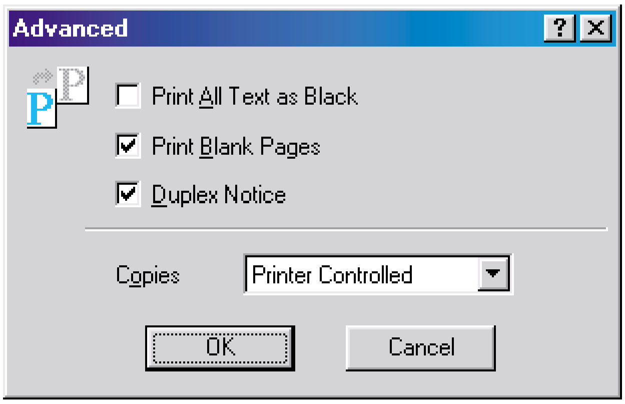

Landscape (Left/Right Position)
(Top Position)

   You can choose Left/Right/Top regardless of paper orientation.

6. **Finisher Bin/Output Tray**
   You can select the type of the output bin or tray.
   Possible when the optional finisher is installed.
   Note: <DP-2310 / 3010 only>
   Before selecting the Inner Upper Exit Tray, please ensure that the Exit Tray (Inner) (DA-XN200) is installed.

All Windows Common Settings

7. Advanced... **Button**



Advanced

☐ Print All Text as Black

☑ Print Blank Pages

☑ Duplex Notice

Copies: Printer Controlled

- **Print All Text as Black (Windows 98/Me only).**
  All colored text is printed as solid black

- **Print Blank Pages**
  Select whether the blank pages are printed.

- **Duplex Notice (For DP-2310/3010 only)**
  Check whether **"2-Sided Print"** is printed on the footer of 1st page when printing with 2-Sided Page Style.

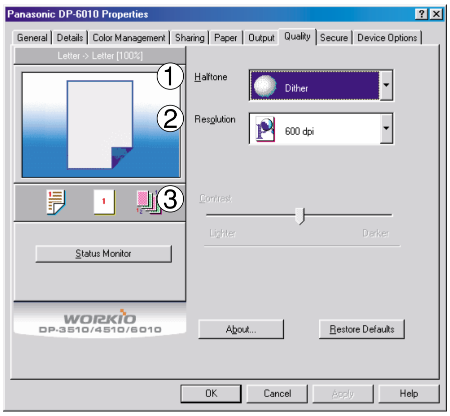
- **Copies**
  When printing a large amount of data with sort mode, the machine might not be able to print due to lack of memory capacity.

  In this case, select **Print Controlled**, as sorting is processed by the printer driver. However, this mode may take more time to print.

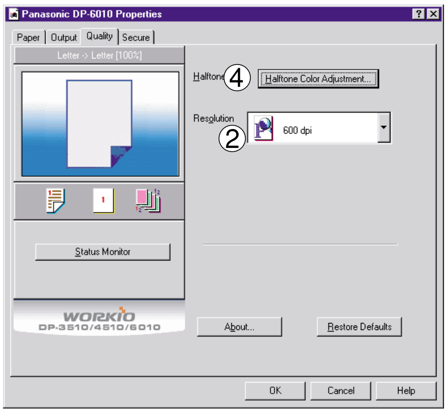
All Windows Common Settings

Quality Tab

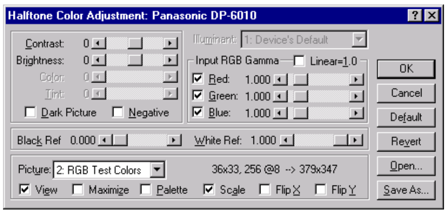
<Windows 98/Me>


Panasonic DP-6010 Properties
General
Details
Color Management
Sharing
Paper
Output
Quality
Secure
Device Options
Letter -> Letter [100%]
①
②
③
Halftone
Dither
Resolution
600 dpi
Contrast
Lighter
Darker
Status Monitor
WORKIO
DP-3510/4510/6010
About...
Restore Defaults
OK
Cancel
Apply
Help

<Windows NT/2000/XP>


Panasonic DP-6010 Properties
Paper
Output
Quality
Secure
Letter -> Letter [100%]
Halftone
④
Halftone Color Adjustment...
Resolution
②
600 dpi
Status Monitor
WORKIO
DP-3510/4510/6010
About...
Restore Defaults
OK
Cancel
Help

1. **Halftone** (For Windows 98/Me only)
   Select either None or Dither.
2. **Resolution**
   Select the print resolution (300 dpi / 600 dpi). (See Note1)
3. **Contrast**
   Adjust the contrast of print images. (**Note:** Only if Halftone is set to None.)
4. Halftone Color Adjustment... button (For Windows NT/2000/XP only)


Halftone Color Adjustment: Panasonic DP-6010
Contrast: 0
Brightness: 0
Color: 0
Tint: 0
☐ Dark Picture
☐ Negative
Illuminant: 1: Device's Default
Input RGB Gamma
☐ Linear=1.0
☑ Red: 1.000
☑ Green: 1.000
☑ Blue: 1.000
Black Ref 0.000
White Ref: 1.000
Picture: 2: RGB Test Colors
36x33, 256 @8 --> 379x347
☑ View
☐ Maximize
☐ Palette
☑ Scale
☐ Flip X
☐ Flip Y
OK
Cancel
Default
Revert
Open...
Save As...

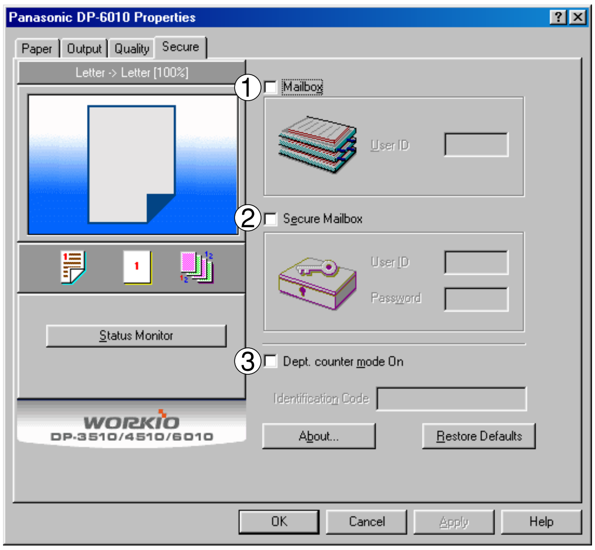
- **Contrast**
  Adjust the contrast of print images.
- **Brightness**
  Adjust the brightness of print images.
- **Dark Picture**
  Select this option in order to print dark images brighter.
- **Negative**
  Select this option in order to print images with black and white reversed.
- **Input RGB Gamma**
  Adjust the gamma of print images (color intensities). Red, Green and Blue can also be adjusted individually.
- **Black Ref/White Ref**
  Adjust the difference between the darkest and lightest colors of an image. Increasing the Black Ref value or decreasing the White Ref value will intensify the contrast of the image but reduces the range of colors in between.
- **Picture**
  Select a test pattern type.
  Selecting the View check box will display halftone adjustment results in the test pattern.

NOTE

1. *dpi (dots per inch) represents the number of dots contained in one inch. The larger the value, the higher the resolution would be.*

All Windows Common Settings

Secure Tab


Panasonic DP-6010 Properties
Paper
Output
Quality
Secure
Letter -> Letter [100%]
Status Monitor
WORKIO
DP-3510/4510/6010
①
☐ Mailbox
User ID
②
☐ Secure Mailbox
User ID
Password
③
☐ Dept. counter mode On
Identification Code
About...
Restore Defaults
OK
Cancel
Apply
Help

1. **Mailbox (Available if the optional Hard Disk Drive Unit (DA-HD30/HD60) is installed.)**
   Check this checkbox and enter the User ID (up to 8 digits) when storing the print data into the mailbox of the machine.

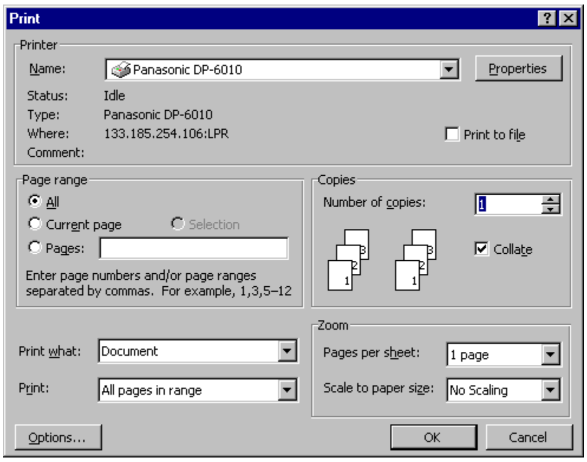
2. **Secure Mailbox (Available if the optional Hard Disk Drive Unit (DA-HD30/HD60) is installed.)**
   Check this checkbox , enter the User ID (up to 8 digits) and the password (4 digits) when storing the print data into the secure mailbox of the machine.

3. **Dept counter mode On**
   Check this box and enter the department code if your administrator requires departmental codes in order to print.

Printing from Windows Applications

If the printer driver is installed properly and a printer is selected as the default printer (See Note 1) in the printer setup, printing can be accomplished from any Windows application with simple operations.

To print from most Windows applications, use the **Print...** command in the **File** menu. Selecting the **Print...** command typically displays the following Print dialog box:



Name: Panasonic DP-6010
Status: Idle
Type: Panasonic DP-6010
Where: 133.185.254.106:LPR
Comment:
☐ Print to file

● All
○ Current page ○ Selection
○ Pages:
Enter page numbers and/or page ranges separated by commas. For example, 1,3,5–12

Number of copies: 1
☑ Collate

Print what: Document
Print: All pages in range
Pages per sheet: 1 page
Scale to paper size: No Scaling

After selecting the print range to be printed and the number of copies, click on OK to start printing.

While documents are being printed, a printer icon appears in the System Tray near the clock on the bottom right hand corner of the screen. The icon disappears when printing is completed.

You may double-click on the printer indicator in the system tray to open and verify the details of the print queue in the spooler.

NOTE

1. *Follow the steps below to set a default printer:*
   1) *Click the* ***Start*** *button and select* ***Printers*** *in the* ***Settings*** *menu.*
   2) *Select the printer icon in the window and select* ***[Set as Default]*** *in popup menu by right-clicking it. Then the check mark is displayed.*

Printing on Network

When sharing a printer by connecting two computers via a crossover cable or using a hub, a connection among computers must be established. (See Note 1, 2)

Establishing a connection among computers can be verified by displaying the connected computers in Network Neighborhood on the desktop.

The settings for printer sharing are specified by performing the following steps.

Printer server (PC connected to a printer)

1. Install the printer driver on the computer to be connected to the machine.
2. Click the **Start** button, select **Settings**, and then click **Printers**.
3. Right-click on the desired printer icon and select **[Sharing...]** in the popup menu.
4. Select **Shared As** in the properties dialog box.
5. Click the OK button.

Upon completing this setting, the shape of the icon changes indicating that the printer is shared.

NOTE

1. *Refer to the manual for the network card and Windows user's guide for connections among computers.*
2. *On Windows 98/Me, a computer connected to a printer must be set up to allow printer sharing by performing the following operations:*
    1) *Double-click on **Network** in control panel, and then click* File and Print Sharing... *button in the **Configuration** tab.*
    2) *Check **[I want to be able to allow others to print to my printer(s).]** in the File and Print Sharing dialog box.*

Printing on Network

Remote (PC that uses another computer's printer)

1. Click the **Start** button, select **Settings**, and then click **Printers**.

2. Double-click **Add Printer** in the printers folder window.
   The Add Printer Wizard appears.

3. Select **Network Printer**.
   Click the Next button.

4. Specify the other computer's printer by entering the network path.

   Then, complete the installation following the instructions of the Add Printer Wizard.

The operations above enables output from the remote computer to a printer connected to the printer server.

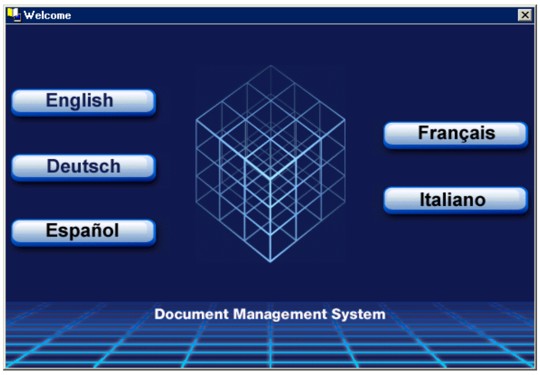
memo

Installing the Document Management System

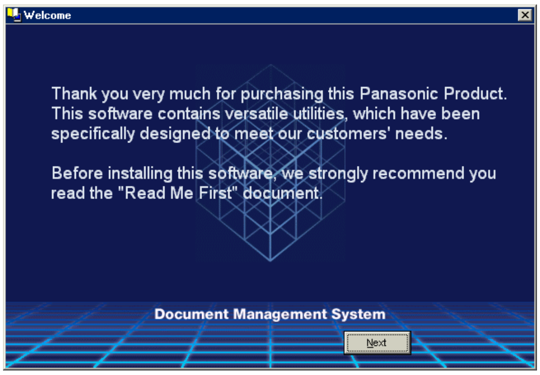
Windows 98/Me/NT/2000/XP

1 Insert the Panasonic Document Management System CD-ROM. (See Note 1 and 2 on page 87)

2 Select the language.


Welcome
English
Deutsch
Español
Français
Italiano
Document Management System

3 Click the Next button.

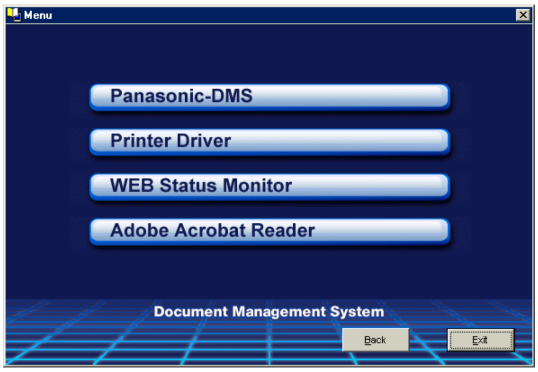

Welcome

Thank you very much for purchasing this Panasonic Product. This software contains versatile utilities, which have been specifically designed to meet our customers' needs.

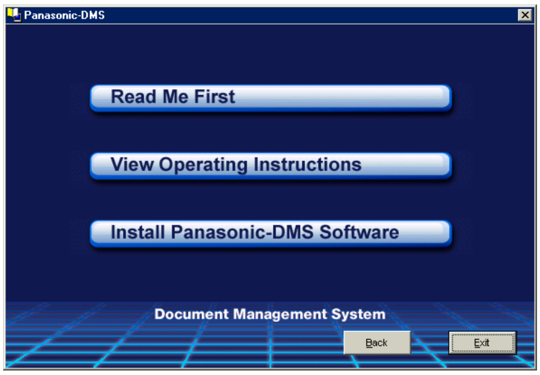
Before installing this software, we strongly recommend you read the "Read Me First" document.

Document Management System
Next

4 Click **Panasonic-DMS**.

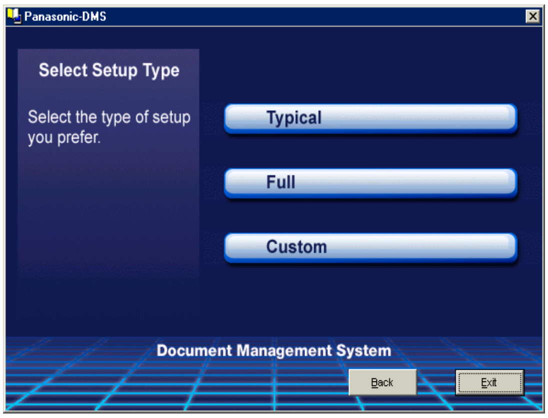

Menu
Panasonic-DMS
Printer Driver
WEB Status Monitor
Adobe Acrobat Reader
Document Management System
Back
Exit

5 Click **Install Panasonic-DMS Software**.


Panasonic-DMS
Read Me First
View Operating Instructions
Install Panasonic-DMS Software
Document Management System
Back
Exit

Windows 98/Me/NT/2000/XP

6


Panasonic-DMS
Typical
Full
Custom
Document Management System
Back
Exit

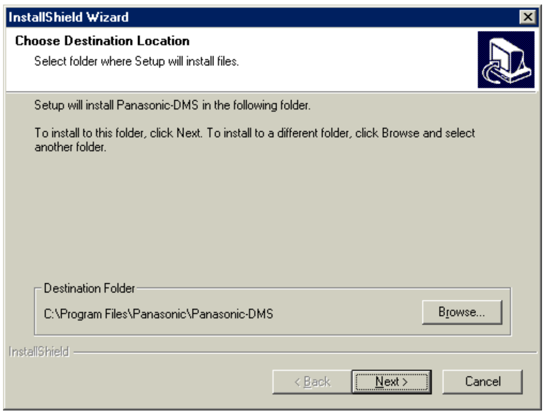
Select Setup Type

Select the type of setup you prefer.

Click the **Typical button**.

Note: *The Panafax Desktop isn't installed depending on the model in the Typical Installation. If you wish to install the Panafax Desktop, select the Custom Installation and check the box of the Panafax Desktop.*

7


InstallShield Wizard
Browse...
InstallShield
< Back
Next >
Cancel

Choose Destination Location

Select folder where Setup will install files.

Setup will install Panasonic-DMS in the following folder.

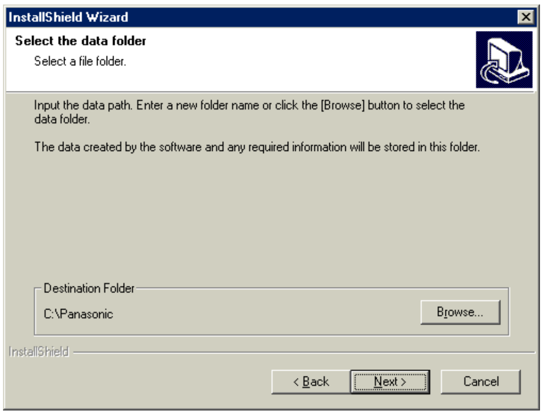
To install to this folder, click Next. To install to a different folder, click Browse and select another folder.

Destination Folder

C:\Program Files\Panasonic\Panasonic-DMS

Verify the installation destination and click the Next button.

8


InstallShield Wizard
Browse...
InstallShield
< Back
Next >
Cancel

Select the data folder

Select a file folder.

Input the data path. Enter a new folder name or click the [Browse] button to select the data folder.

The data created by the software and any required information will be stored in this folder.

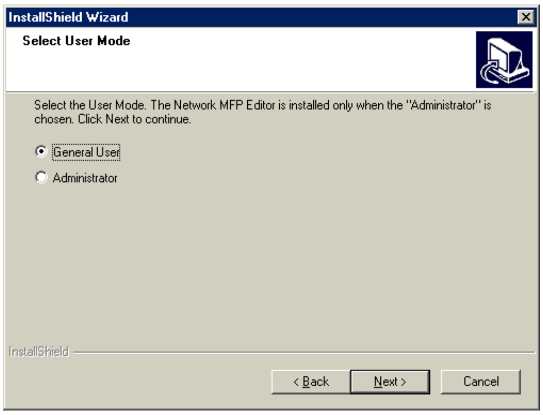
Destination Folder

C:\Panasonic

Verify the data folder destination and click the Next button.

Note: *When installing Panafax Desktop, after click* Next *button Select Panafax Desktop Type screen is indicated. Please select your model connection type and click* Next *button. Please refer to the Installation and Setup section of Panafax Desktop.*

9


InstallShield Wizard
InstallShield
< Back
Next >
Cancel

Select User Mode

Select the User Mode. The Network MFP Editor is installed only when the "Administrator" is chosen. Click Next to continue.

● General User

○ Administrator

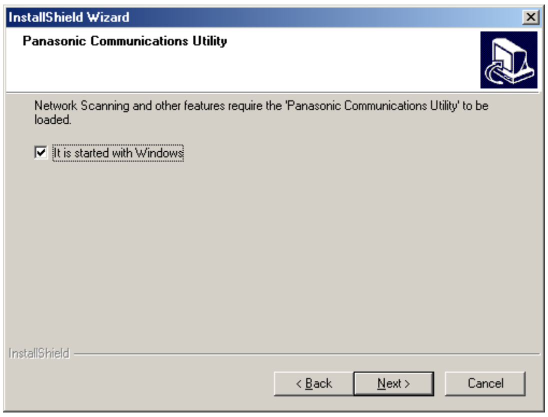
Select **General User** and click the Next button.

Note: *If selecting **Administrator**, the network configuration editor and network address book editor will also be installed on your PC.*

Continued on the next page...

Windows 98/Me/NT/2000/XP

10

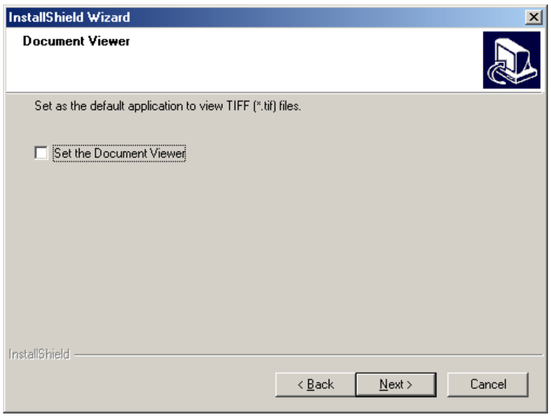

InstallShield Wizard
Panasonic Communications Utility
InstallShield
< Back
Next >
Cancel

Network Scanning and other features require the 'Panasonic Communications Utility' to be loaded.

☑ It is started with Windows

Select **It is started with Windows** and click the Next button if you want to register the Panasonic Communications Utility to start with Windows.

11

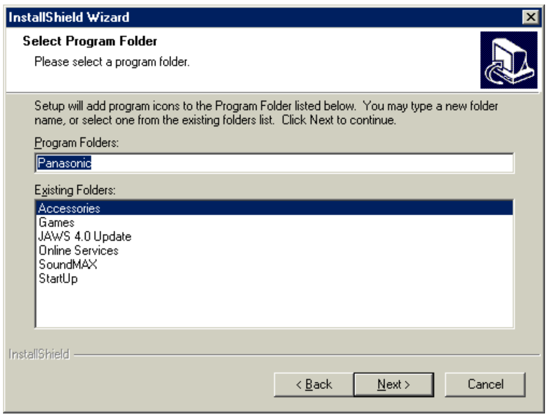

InstallShield Wizard
Document Viewer
InstallShield
< Back
Next >
Cancel

Set as the default application to view TIFF (*.tif) files.

☐ Set the Document Viewer

Select **Set the Document Viewer** and click the Next button if you want to set the Document Viewer as the default application to view TIFF files.

12


InstallShield Wizard
Select Program Folder
InstallShield
< Back
Next >
Cancel

Please select a program folder.

Setup will add program icons to the Program Folder listed below. You may type a new folder name, or select one from the existing folders list. Click Next to continue.

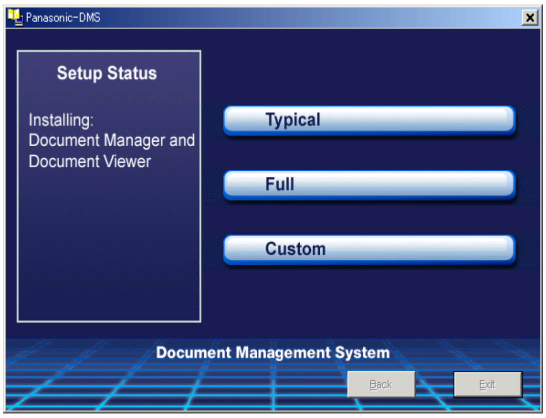
Program Folders: Panasonic

Existing Folders:
- Accessories
- Games
- JAWS 4.0 Update
- Online Services
- SoundMAX
- StartUp

Enter the program folder name and click the Next button.

Note: *When installing Panafax Desktop on Windows 98/NT, after click* Next *button the Microsoft Data Access Components message is displayed. Click* OK *to continue the installation.*

13


Panasonic-DMS
Typical
Full
Custom
Document Management System
Back
Exit

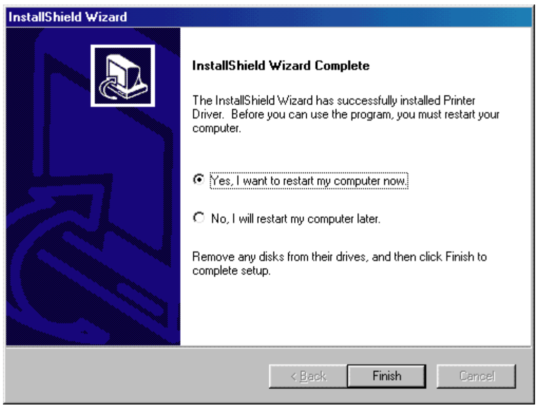
Setup Status

Installing:
Document Manager and Document Viewer

The required files are copied.

Windows 98/Me/NT/2000/XP

14



InstallShield Wizard Complete

The InstallShield Wizard has successfully installed Printer Driver. Before you can use the program, you must restart your computer.

● Yes, I want to restart my computer now.

○ No, I will restart my computer later.

Remove any disks from their drives, and then click Finish to complete setup.

When the setup process is completed, a message is displayed prompting you to restart your computer.

Click the Finish button to restart your computer.

When installing Panafax Desktop on Windows 98/NT, after rebooting your PC, the Microsoft Data Access Components are automatically installed. Install it in accordance with the directions of the screen.
The Panasonic Document Management System folder has been added to the Program menu, and the installation has now completed.

NOTE

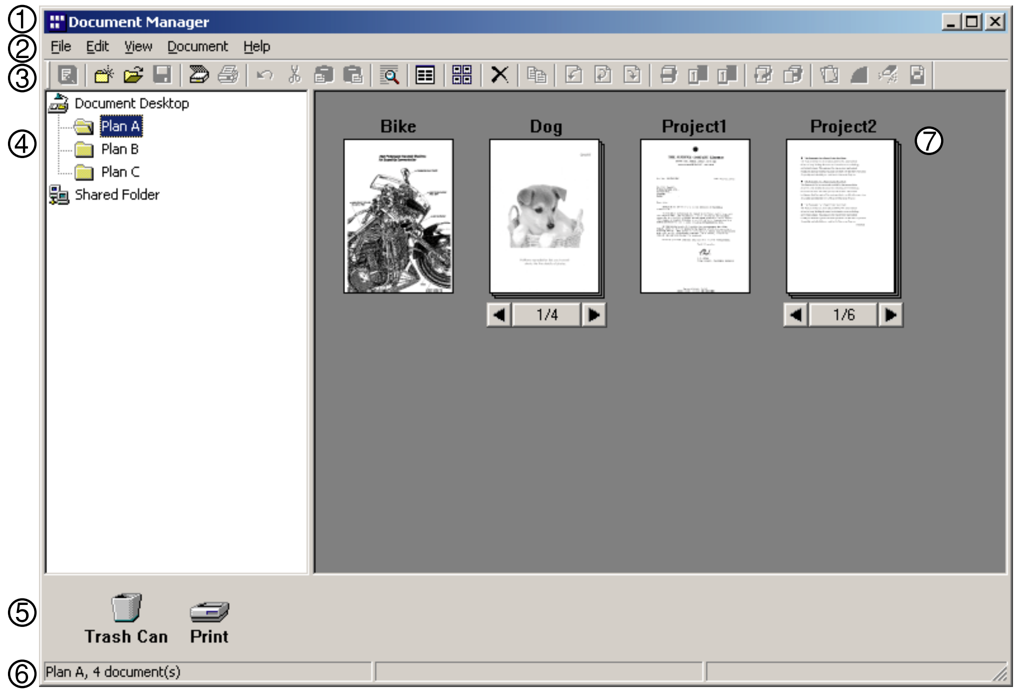
1. *Before updating the software, be sure to remove the older version of the software, using the "Uninstall" shortcut in the Control Panel.*
2 *When installing on Windows NT 4.0/2000/XP, logon to the computer using an account with administrator rights.*

Document Manager

Main Window

Document Manager is an application for managing documents (image files). By utilizing the Document Manager and Document Viewer (See page 106) in combination, a number of documents (image files) can be classified, managed, browsed, and edited.

Selecting **Panasonic** →**Panasonic Document Management System** →**Document Manager** from **Programs** on the **Start** menu displays the main window of the Document Manager.


①
②
③
④
⑤
⑥
⑦
Document Manager
File
Edit
View
Document
Help
Document Desktop
Plan A
Plan B
Plan C
Shared Folder
Bike
Dog
Project1
Project2
1/4
1/6
Trash Can
Print
Plan A, 4 document(s)

1. **Title Bar**
   Displays the title of the screen.

2. **Menu Bar**
   Displays the menus of the Document Manager.

3. **Tool Bar**
   Displays tool buttons of the Document Manager. Tool buttons correspond to functions of the menus in the menu bar.

4. **Folder Window**
   Displays the folders containing the documents in tree form.

5. **Link Icon**
   Dropping a dragged document onto a link icon will activate the application corresponding to the function of the icon.

6. **Status Bar**
   Displays information such as the number of documents in a folder, the number of selected documents, file sizes, etc.

Main Window

7. **Document Window**

Displays a list of documents in the selected folder.

Documents are displayed in thumbnails (reduced images). Page number and ◀ and ▶ buttons are displayed at the bottom of a thumbnail image for grouped documents (configured with two or more pages).

- Image data files
  A thumbnail image of the document is displayed.

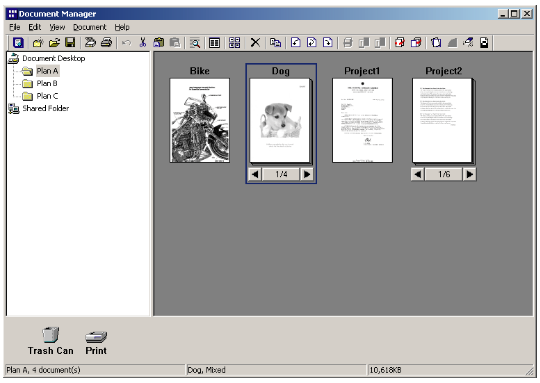
- Application data files
  A thumbnail image of the document with its original application icon is displayed (i.e. Word, Excel and PowerPoint).

Clicking on the ◀ and ▶ buttons turns the page to a multi-page document.

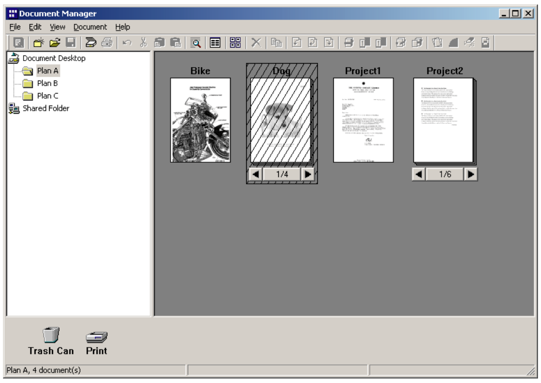
Basic Operations

The Document Manager allows editing and managing documents displayed in thumbnail images by dragging and dropping. The function enables various operations as described below:

- **Selecting Documents**
  Clicking thumbnail images in the document window allows selection of documents. Dragging a mouse pointer on the screen or clicking with the Shift key held down allows selecting two or more documents at one time.


Document Manager
File Edit View Document Help
Document Desktop
Plan A
Plan B
Plan C
Shared Folder
Bike
Dog
Project1
Project2
1/4
1/6
Trash Can
Print
Plan A, 4 document(s)
Dog, Mixed
10,618KB

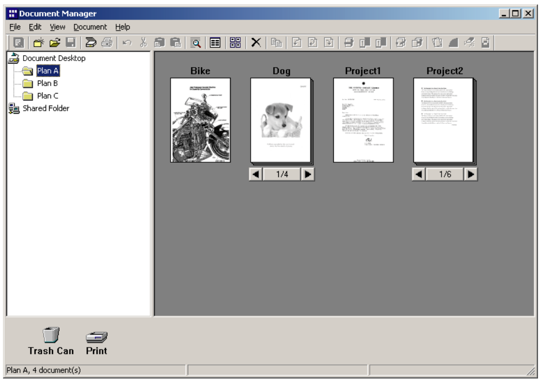
- **Editing Documents**
  Double-clicking thumbnail images in the document window activates the Document Viewer (See Note 1) (See page 106), allowing opening and editing of documents.


Document Manager
File Edit View Document Help
Document Desktop
Plan A
Plan B
Plan C
Shared Folder
Bike
Dog
Project1
Project2
1/4
1/6
Trash Can
Print
Plan A, 4 document(s)

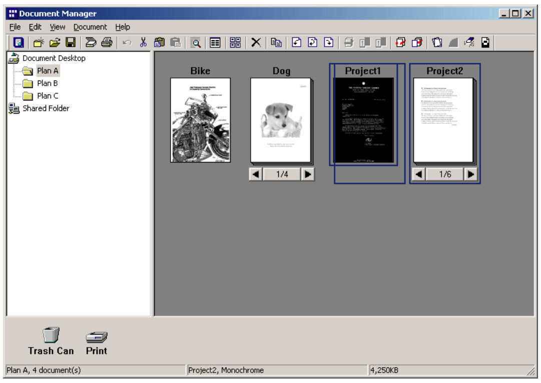
- **Creating Documents**
  Drag-and-drop any application file into the Document Manager to create a new document. A thumbnail image file is created and the application icon is displayed.

Basic Operations

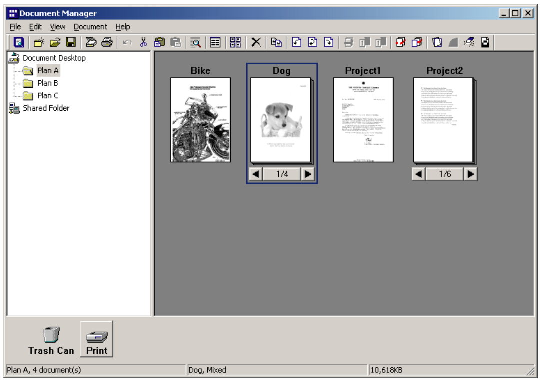
- **Copying/Moving Documents**
  Dragging a thumbnail image from the document window and dropping it onto a folder in the folder window moves the document to the folder. Drag-and-drop with the Ctrl key held down to copy a document.


Document Manager
File Edit View Document Help
Document Desktop
Plan A
Plan B
Plan C
Shared Folder
Bike
Dog
Project1
Project2
1/4
1/6
Trash Can
Print
Plan A, 4 document(s)

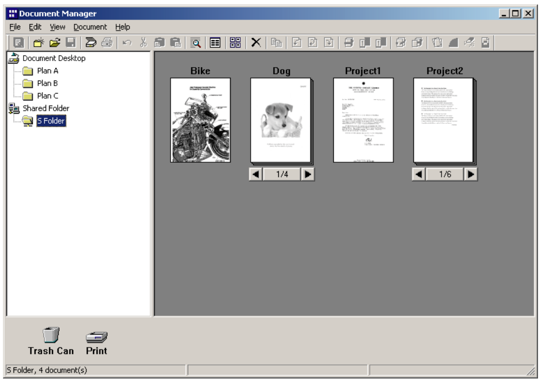
Dragging a document and dropping it onto another document in a document folder results in grouping the two documents together.


Document Manager
File Edit View Document Help
Document Desktop
Plan A
Plan B
Plan C
Shared Folder
Bike
Dog
Project1
Project2
1/4
1/6
Trash Can
Print
Plan A, 4 document(s)
Project2, Monochrome
4,250KB

Dragging a document and dropping it on a link icon activates an application corresponding to the function of each icon.
Link icons are registered and deleted by selecting **Launch To Another Application** →**External Application Setup** from the **File** menu.


Document Manager
File Edit View Document Help
Document Desktop
Plan A
Plan B
Plan C
Shared Folder
Bike
Dog
Project1
Project2
1/4
1/6
Trash Can
Print
Plan A, 4 document(s)
Dog, Mixed
10,618KB

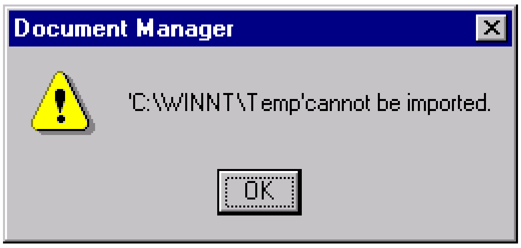
- Dragging a document and dropping it onto “**Shared Folder**” allows other computers connected to the same network to access it.
  Browse “Shared Folder” for how to create shared folders.


Document Manager
File Edit View Document Help
Document Desktop
Plan A
Plan B
Plan C
Shared Folder
S Folder
Bike
Dog
Project1
Project2
1/4
1/6
Trash Can
Print
S Folder, 4 document(s)

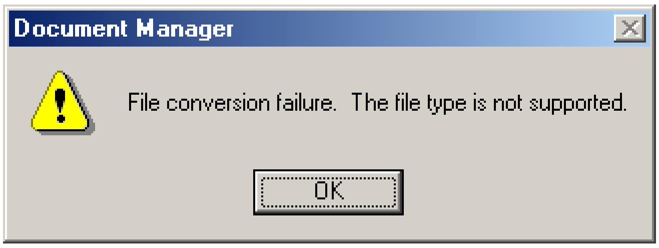
Setting Plug-in

- **Import document (from file)**
  Selecting **Open** from the **File** menu displays a dialog box for selecting files. The dialog box allows importing image files saved in a computer as documents into the folder.

  An attempt to import files that cannot be handled by Document Manager results in displaying an error shown below. Press **OK** and verify the file format.



'C:\WINNT\Temp'cannot be imported.



File conversion failure. The file type is not supported.

Dragging and dropping a selected document onto a link icon at the bottom of the window activates an application specified for the link icon, and opens the image file.

The link icons can be Added/Removed by selecting **Launch To Another Application** →**External Application Setup** in the **File** menu.

The following applications can be specified as destinations of the Document Manager:

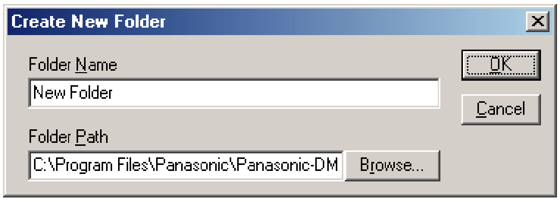
- Draw/Graphics software (applications such as MS-Paint, Photoshop etc.)
- OCR software (application such as e-Typist, etc.)
- PC-FAX software
- E-Mail software (MAPI-compatible mail application such as MS-Outlook, Netscape Messenger etc.)
- Others
  (Other application documents such as MS-Word, MS-Excel, etc.)

NOTE

1. *Document Viewer provides a function to add various graphics and text to an image. The graphics and text added to an image are called "Annotation." See "Annotation Menu" (See page 119) for details on annotation.*

File Menu

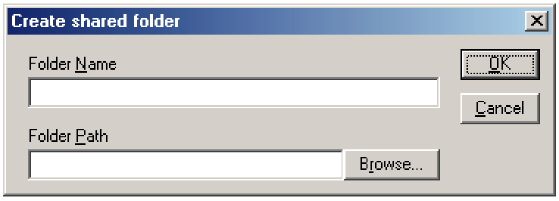
- **New Folder**
  Create a new folder under the folder that is currently selected. Path of a folder to be created can be specified as required.


Create New Folder
OK
Cancel
Browse...

Folder Name: New Folder

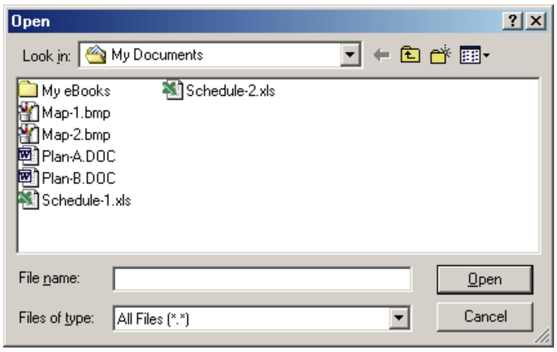
Folder Path: C:\Program Files\Panasonic\Panasonic-DM

- **Shared Folder**
  Create a new shared folder. Documents in the shared folder can be shared through the network from different computers.

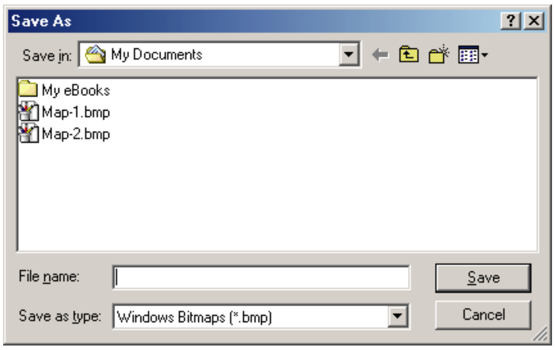

Create shared folder
Folder Name
OK
Cancel
Folder Path
Browse...

- **Released Shared Folder**
  Release the shared folder. Documents in the shared folder will be released from a network.

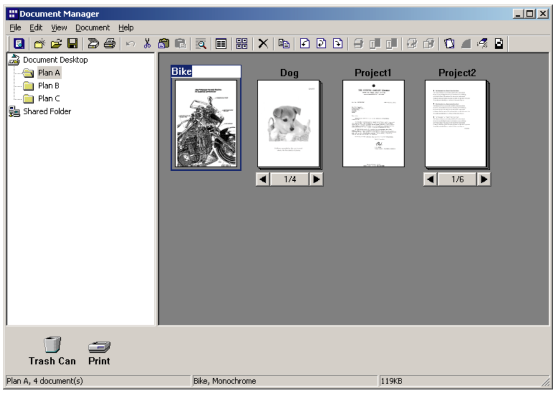
- **Open**
  A file saved in the computer can be imported into the folder as a document.


Open
Look in: My Documents
My eBooks
Map-1.bmp
Map-2.bmp
Plan-A.DOC
Plan-B.DOC
Schedule-1.xls
Schedule-2.xls
File name:
Open
Files of type: All Files (*.*)
Cancel

- **Save As**
  A document is saved as an ordinary image file under a specified name.

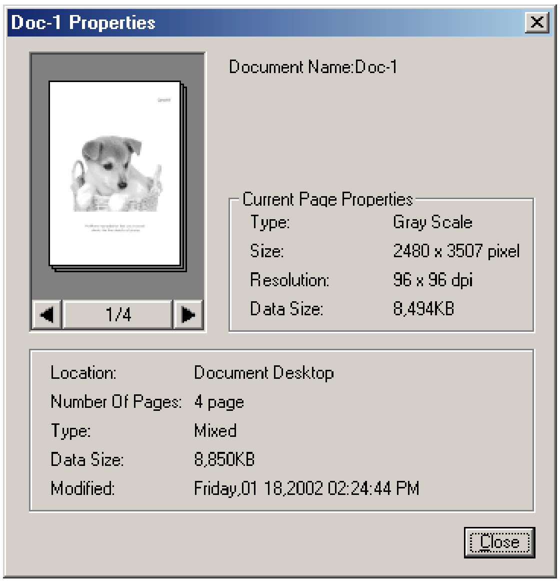

Save As
Save in: My Documents
My eBooks
Map-1.bmp
Map-2.bmp
File name:
Save
Save as type: Windows Bitmaps (*.bmp)
Cancel

- **Rename**
  Change the name of a document.


Document Manager
File
Edit
View
Document
Help
Document Desktop
Plan A
Plan B
Plan C
Shared Folder
Bike
Dog
Project1
Project2
1/4
1/6
Trash Can
Print
Plan A, 4 document(s)
Bike, Monochrome
119KB

File Menu

- **Properties**
  Displays the file properties.



Document Name:Doc-1

Current Page Properties

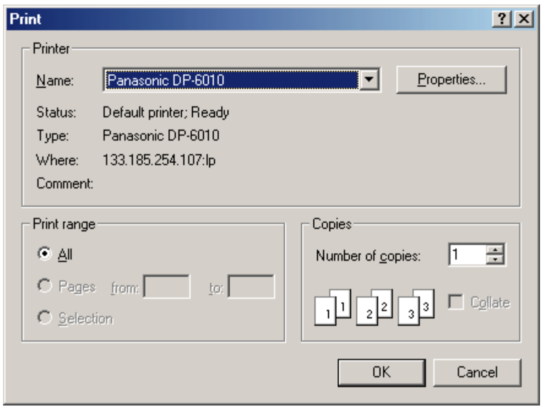
Type:	Gray Scale
Size:	2480 x 3507 pixel
Resolution:	96 x 96 dpi
Data Size:	8,494KB

Location:	Document Desktop
Number Of Pages:	4 page
Type:	Mixed
Data Size:	8,850KB
Modified:	Friday,01 18,2002 02:24:44 PM

- **Backup**
  Creates a back up of the documents stored in the selected folder.

File Menu

- **Print**
  Prints the document selected in the document window.



Print

Printer

Name: Panasonic DP-6010

Status: Default printer; Ready

Type: Panasonic DP-6010

Where: 133.185.254.107:lp

Comment:

Print range

● All

○ Pages from: to:

○ Selection

Copies

Number of copies: 1

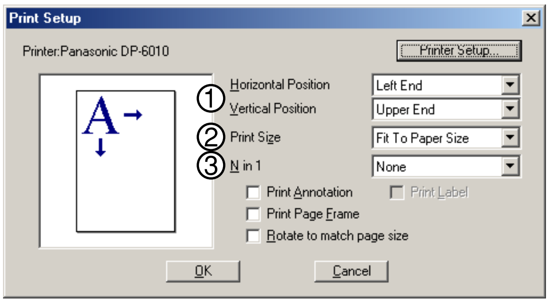
☐ Collate

- **Print Setup** (See Note 1)
  Specify layout and printing size for a document to be printed.

1. **Horizontal Position and Vertical Position**
   Adjust the printing position on the sheet.

2. **Print Size**
   Select printing in original size or printing in accordance with the sheet size.

3. **N in 1**
   Select for printing reduced pages on one sheet.



Print Setup

Printer:Panasonic DP-6010

① Horizontal Position: Left End

Vertical Position: Upper End

② Print Size: Fit To Paper Size

③ N in 1: None

☐ Print Annotation ☐ Print Label

☐ Print Page Frame

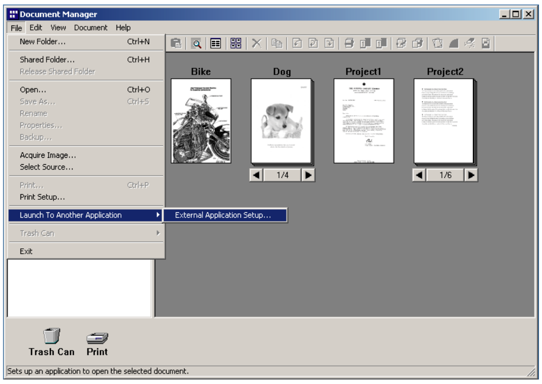
☐ Rotate to match page size

NOTE

1. ***Print Setup** specifies printing or not printing annotations edited in the Document Viewer. See "Annotation Menu" (See page 119) for details on annotation.*

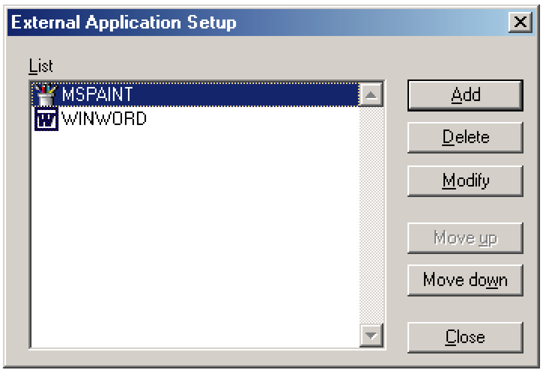
File Menu

- **Launch To Another Application**
  Opens the document selected in the document window with a specified application.

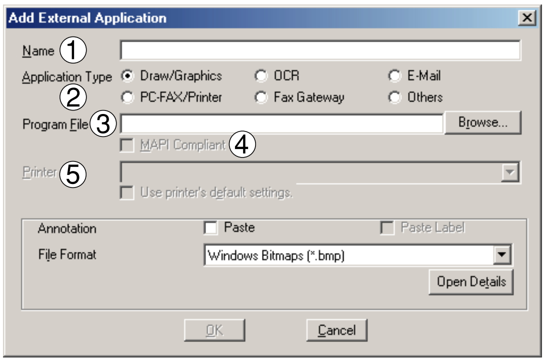

Document Manager
File
Edit
View
Document
Help
New Folder... Ctrl+N
Shared Folder... Ctrl+H
Release Shared Folder
Open... Ctrl+O
Save As... Ctrl+S
Rename
Properties...
Backup...
Acquire Image...
Select Source...
Print... Ctrl+P
Print Setup...
Launch To Another Application
External Application Setup...
Trash Can
Exit
Bike
Dog
Project1
Project2
1/4
1/6
Trash Can
Print

Sets up an application to open the selected document.

Selecting **External Application Setup** displays a dialog box for adding/changing/deleting applications. (See Note 1)


External Application Setup
List
MSPAINT
WINWORD
Add
Delete
Modify
Move up
Move down
Close

Clicking the **Add** button displays the Add External Application dialog box.


Add External Application
Name ①
Application Type ②
● Draw/Graphics
○ OCR
○ E-Mail
○ PC-FAX/Printer
○ Fax Gateway
○ Others
Program File ③
Browse...
☐ MAPI Compliant ④
Printer ⑤
☐ Use printer's default settings.
Annotation
☐ Paste
☐ Paste Label
File Format
Windows Bitmaps (*.bmp)
Open Details
OK
Cancel

1. **Name**
   If an external application is specified, the name in this field appears on the link icon.

2. **Application Type**
   Specify the application type.

3. **Program File**
   Specify the execution file and the path of the application.

4. **MAPI Compliant**
   Check here if the e-mail application is compatible with MAPI.

5. **Printer**
   Specify the printer driver if seledting PC-FAX/Printer on the Application Type.

NOTE

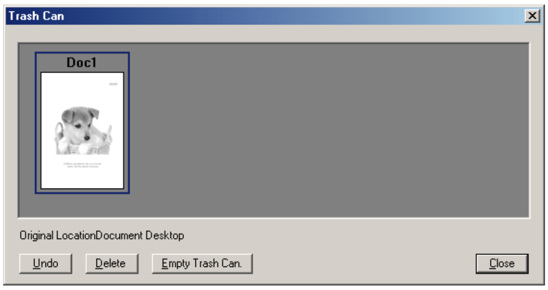
1. See "Setting Plug-in" (page 92) to specify an external application.

File Menu

- **Trash Can**
  - **Open Trash Can**

    Opens the Trash Can and displays files in it. Selecting documents and clicking the Undo button restores documents that have been discarded.

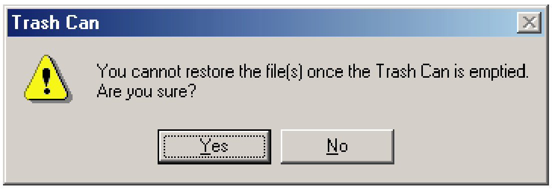
    Click the Delete button to delete the selected document.


Trash Can
Doc1
Undo
Delete
Empty Trash Can.
Close

Original LocationDocument Desktop

  - **Empty Trash Can**

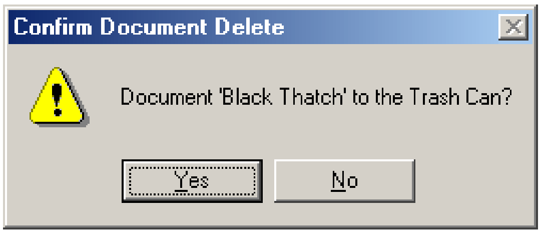
    Deletes the files in the Trash Can. If the documents are emptied from the Trash Can, they are permanently deleted. They are **Not** stored in the Recycle Bin.


Trash Can
Yes
No

You cannot restore the file(s) once the Trash Can is emptied.
Are you sure?

Edit Menu

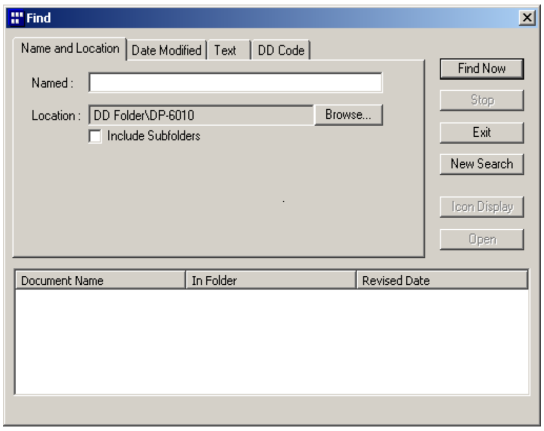
- **Undo**
  Undoes the last editing operation done.
- **Cut**
  Deletes a selected document from a folder and copy it to the clipboard.
- **Copy**
  Copies a selected document to the clipboard.
- **Paste**
  Pastes a document from the clipboard into the selected folder.
- **Delete**
  Deletes a selected document from a folder to the Trash Can.
  A confirmation message for deletion appears.


Confirm Document Delete
Yes
No

Document 'Black Thatch' to the Trash Can?

- **Select All**
  Selects all documents in the folder.
- **Find**
  Searches for documents by specifying a document name, creation date, character string or DD Code in the document.

  Note: The DD Code Tab is available when the Options Menu is set to enable the DD Function (See page 102).


Find
Name and Location
Date Modified
Text
DD Code
Find Now
Stop
Exit
New Search
Icon Display
Open
Browse...
Document Name
In Folder
Revised Date

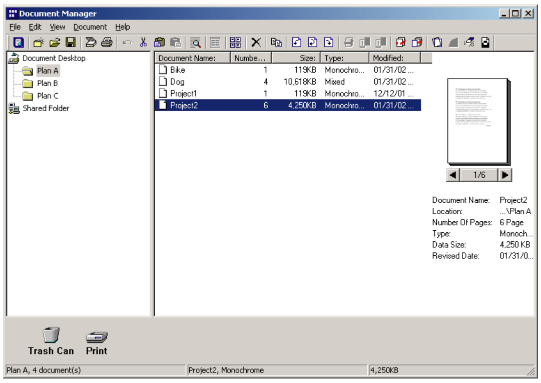
Named :

Location : DD Folder\DP-6010

☐ Include Subfolders

View Menu

- **Tool Bar**
  Switches between displaying/hiding the tool bar.
- **Status Bar**
  Switches between displaying/hiding the status bar.
- **List Format/Thumbnail Format**
  Switches between list display and thumbnail display in the document window.
- **Show Annotation**
  Switches between displaying and hiding annotation.



Document Name:	Numbe...	Size:	Type:	Modified:
Bike	1	119KB	Monochro...	01/31/02 ...
Dog	4	10,618KB	Mixed	01/31/02 ...
Project1	1	119KB	Monochro...	12/12/01 ...
Project2	6	4,250KB	Monochro...	01/31/02 ...

Document Name:	Project2
Location:	...\Plan A
Number Of Pages:	6 Page
Type:	Monoch...
Data Size:	4,250 KB
Revised Date:	01/31/0...

Plan A, 4 document(s) | Project2, Monochrome | 4,250KB

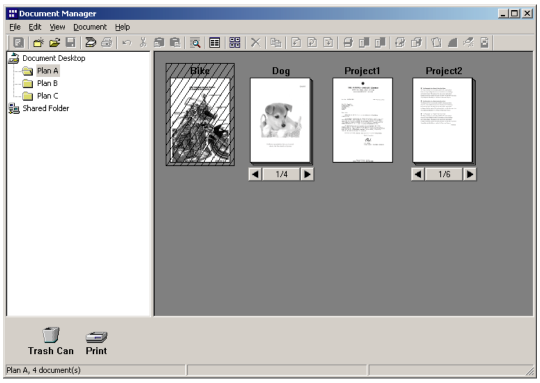
Document Manager
File
Edit
View
Document
Help
Document Desktop
Plan A
Plan B
Plan C
Shared Folder
1/6
Trash Can
Print

- **Arrange Folders**
  Sorts the document folders by name or date.
- **Arrange Document**
  Sorts the documents in the current folder in the specified order (Name, Type, Size or Date).
- **Lines up Documents**
  Line up the documents in the document window.
- **Refresh**
  Refreshes the contents of the Document Manager.

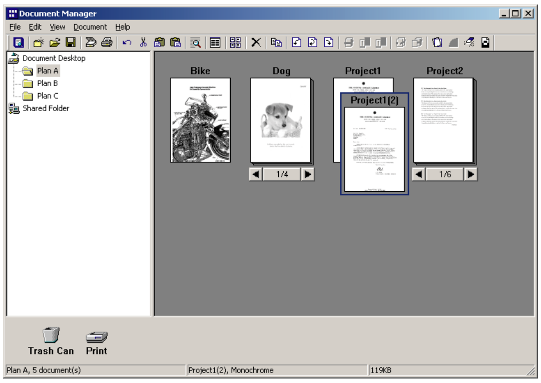
Document Manager

Document Menu

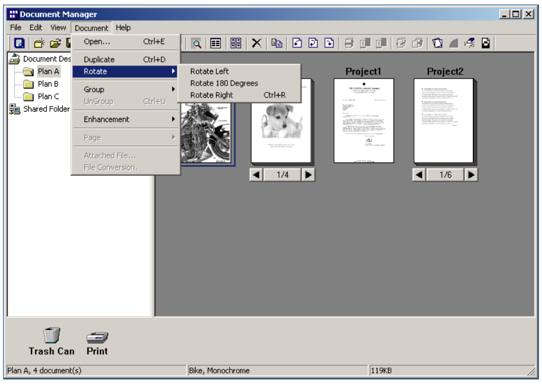
- **Open**
  Opens a selected document, activates the Document Viewer (See page 106), and opens the document for editing.


Document Manager
File Edit View Document Help
Document Desktop
Plan A
Plan B
Plan C
Shared Folder
Bike
Dog
Project1
Project2
1/4
1/6
Trash Can
Print
Plan A, 4 document(s)

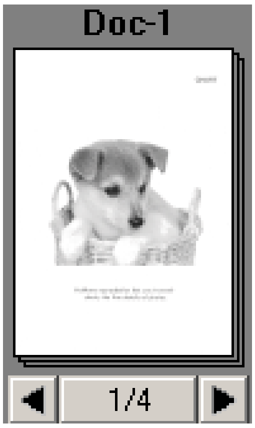
- **Duplicate**
  Makes a copy of the selected document in the folder.


Document Manager
File Edit View Document Help
Document Desktop
Plan A
Plan B
Plan C
Shared Folder
Bike
Dog
Project1
Project2
Project1(2)
1/4
1/6
Trash Can
Print
Plan A, 5 document(s)
Project1(2), Monochrome
119KB

- **Rotate**
  Rotates the selected document.
  - Rotate Left
  - Rotate 180 Degrees
  - Rotate Right

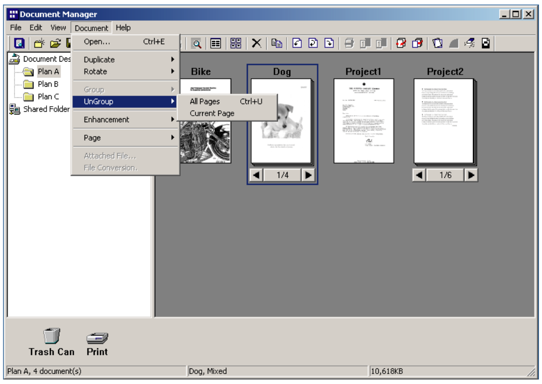

Document Manager
File Edit View Document Help
Open... Ctrl+E
Duplicate Ctrl+D
Rotate
Group
UnGroup Ctrl+U
Enhancement
Page
Attached File...
File Conversion
Rotate Left
Rotate 180 Degrees
Rotate Right Ctrl+R
Document Des
Plan A
Plan B
Plan C
Shared Folder
Project1
Project2
1/4
1/6
Trash Can
Print
Plan A, 4 document(s)
Bike, Monochrome
119KB

- **Group**
  Makes a group of two or more selected documents. The grouped documents are indicated by page number and ◀ and ▶ buttons at the bottom of a thumbnail image.
  - **Every Document**
    The selected documents are grouped.
  - **Every Page Alternately**
    Groups pages alternately.
  - **Every Page Reverse Alternately**
    Groups pages alternately by reversing the pages.



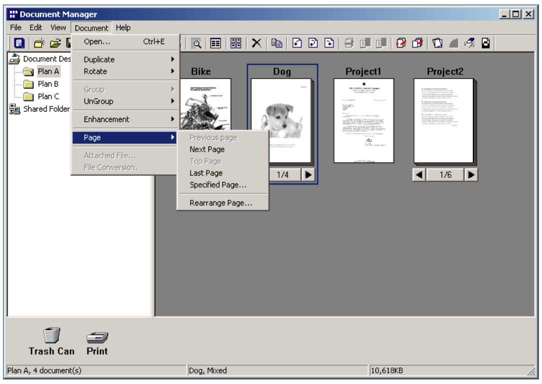
Document Menu

- **Ungroup**
  Cancels the grouping for grouped documents. Either dividing all pages into individual documents or releasing only specified documents from a group can be selected.

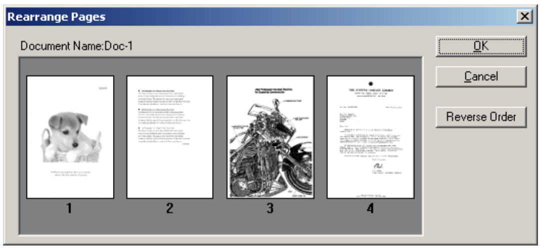

Document Manager
File Edit View Document Help
Open... Ctrl+E
Duplicate
Rotate
Group
UnGroup
All Pages Ctrl+U
Current Page
Enhancement
Page
Attached File...
File Conversion
Document Des
Plan A
Plan B
Plan C
Shared Folder
Bike
Dog
Project1
Project2
1/4
1/6
Trash Can
Print
Plan A, 4 document(s)
Dog, Mixed
10,618KB

- **Enhancement**
  Applies the following correction to a selected document:
  - **Correct Skew**
    Detects any inclination of the document and automatically correct it.
  - **Enhance Edge**
    Enhances edges (borders) of images.
  - **Eliminate Noise**
    Removes noise on the document.
  - **Reverse Gradation**
    Displays images in reverse.

- **Page**
  Selects pages to be displayed in thumbnail among grouped documents.


Document Manager
File Edit View Document Help
Open... Ctrl+E
Duplicate
Rotate
Group
UnGroup
Enhancement
Page
Previous page
Next Page
Top Page
Last Page
Specified Page...
Rearrange Page...
Attached File...
File Conversion
Document Des
Plan A
Plan B
Plan C
Shared Folder
Bike
Dog
Project1
Project2
1/4
1/6
Trash Can
Print
Plan A, 4 document(s)
Dog, Mixed
10,618KB

Selecting **Rearrange Page** displays the Rearrange Pages dialog box. The order of the pages are changed by selecting, dragging and dropping the pages.
Click the **Reverse Order** button to reverse the page order.

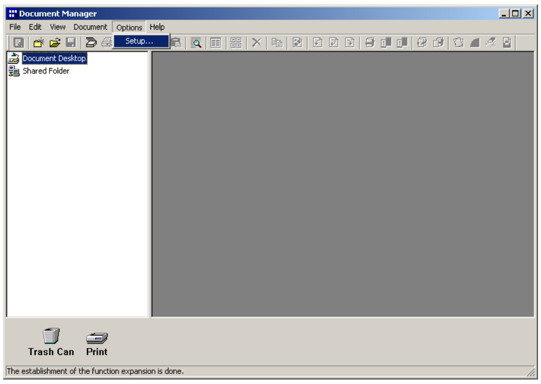

Rearrange Pages
Document Name:Doc-1
OK
Cancel
Reverse Order
1
2
3
4

- **Attached File**
  Opens a dialog box to launch the application associated with the selected attachment.

- **File Conversion**
  Creates an image of the selected attachment.

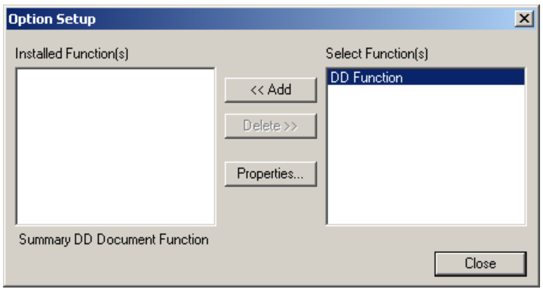
Options Menu

- **Setup**
  Selects the expansion feature(s) to be available on the Document Manager.


Document Manager
File
Edit
View
Document
Options
Help
Setup...
Document Desktop
Shared Folder
Trash Can
Print

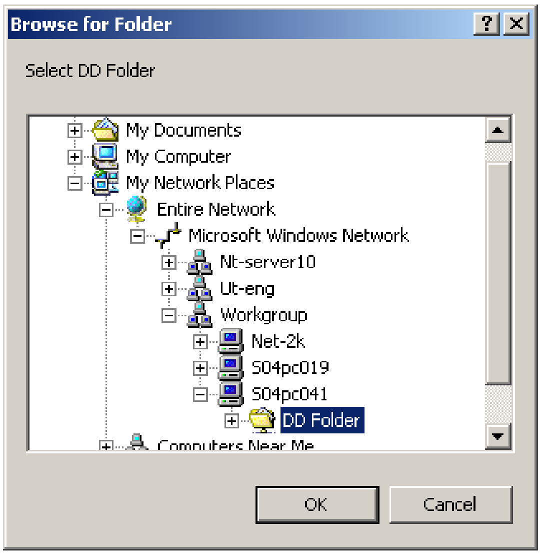
The establishment of the function expansion is done.

To enable the expansion feature for DD Server Software, select **DD Function** and click the << Add button.

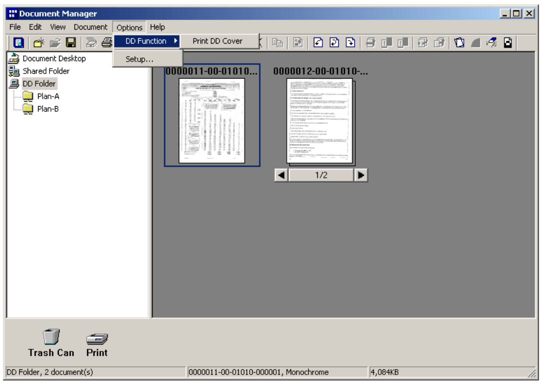

Option Setup
Installed Function(s)
Select Function(s)
<< Add
Delete >>
Properties...
DD Function
Close

Summary DD Document Function

Select the data folder (DD Folder) on the server.


Browse for Folder
Select DD Folder
My Documents
My Computer
My Network Places
Entire Network
Microsoft Windows Network
Nt-server10
Ut-eng
Workgroup
Net-2k
S04pc019
S04pc041
DD Folder
Computers Near Me
OK
Cancel

- **[Options] - [DD Function] - [Print DD Cover]**
  Prints the DD Cover page selected in the document window


Document Manager
File
Edit
View
Document
Options
Help
DD Function
Print DD Cover
Setup...
Document Desktop
Shared Folder
DD Folder
Plan-A
Plan-B
0000011-00-01010...
0000012-00-01010-...
1/2
Trash Can
Print

DD Folder, 2 document(s)   0000011-00-01010-000001, Monochrome   4,084KB

Image Converter

General Description

Once Panasonic-DMS has been installed, the Panasonic Document Manager (Image Converter) is automatically installed in the Printers folder. This driver is for rasterizing application files such as from Word or Excel, and for placing them in the Document Manager. To change the default properties, follow the instructions below:

Windows 98/Me

1. Click the **Start** button, select **Settings,** and then click **Printers**.

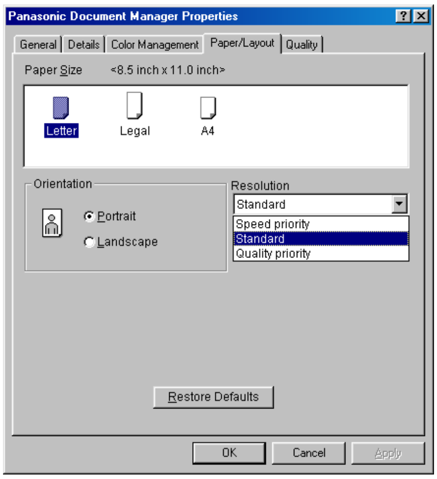
2. Right-click on **Panasonic Document Manager** and select **Properties** from the popup menu.
   The Properties dialog box appears.

- **Paper/Layout tab**

  - **Paper Size**
    Sets the document paper size.

  - **Orientation**
    Sets the document orientation.

  - **Resolution**
    Sets the document resolution.


Panasonic Document Manager Properties
General
Details
Color Management
Paper/Layout
Quality
Letter
Legal
A4
Speed priority
Standard
Quality priority
Restore Defaults
OK
Cancel
Apply

Paper Size <8.5 inch x 11.0 inch>

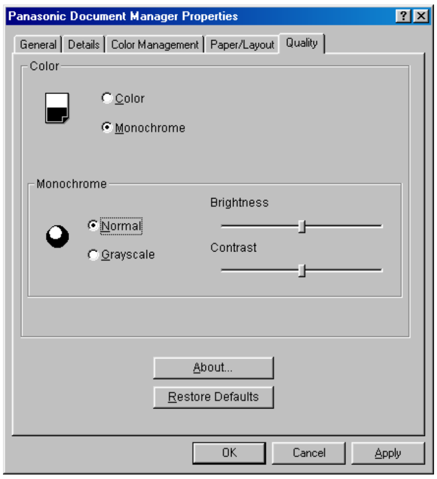
Orientation
● Portrait
○ Landscape

Resolution
Standard

- **Quality tab**

  - **Color**
    Sets the document color conversion to color or monochrome.

  - **Monochrome**
    Select Normal (Black and White) or Grayscale (Photo) when converting to monochrome. Also sets the brightness and contrast.


Panasonic Document Manager Properties
General
Details
Color Management
Paper/Layout
Quality
Brightness
Contrast
About...
Restore Defaults
OK
Cancel
Apply

Color
○ Color
● Monochrome

Monochrome
● Normal
○ Grayscale

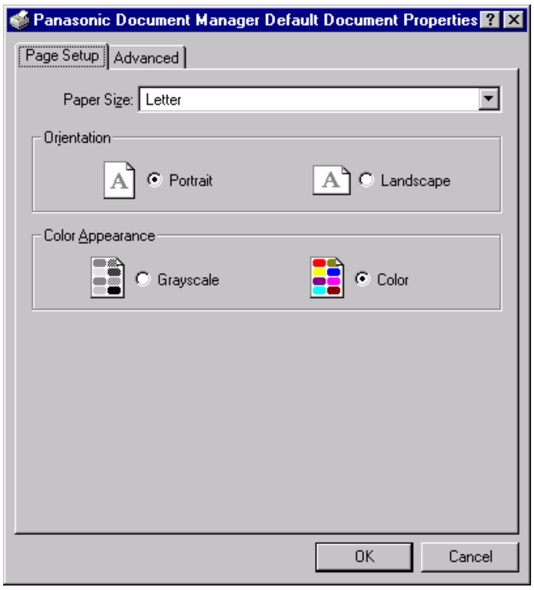
3. Click the OK button to save the settings and close the Properties dialog box.

Windows NT 4.0

1. Click the **Start** button, select **Settings,** and then click **Printers**.
2. Right-click on **Panasonic Document Manager** and select **Document Defaults** from the popup menu. The Document Properties dialog box appears.

- **Page Setup Tab**

  - **Paper Size**
    Sets the document paper size.
  - **Orientation**
    Sets the document orientation.
  - **Color Appearance**
    Sets the document to color or grayscale.



Panasonic Document Manager Default Document Properties

Page Setup | Advanced

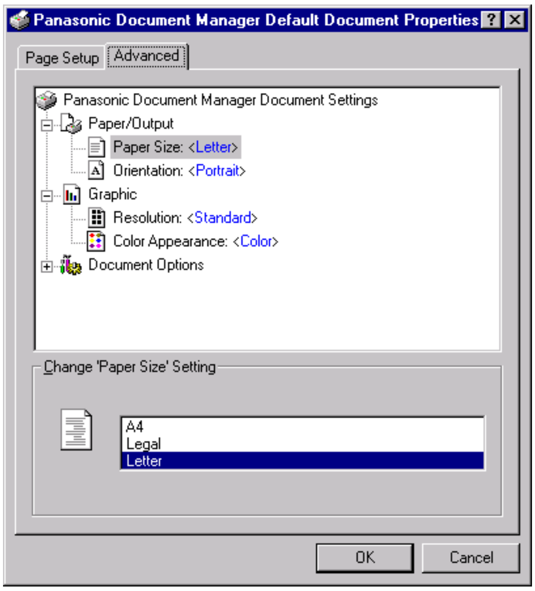
Paper Size: Letter

Orientation: ● Portrait ○ Landscape

Color Appearance: ○ Grayscale ● Color

- **Advanced Tab**

  - **Paper Size**
    Sets the document paper size.
  - **Orientation**
    Sets the document orientation.
  - **Resolution**
    Sets the document resolution.
  - **Color Appearance**
    Sets the document to color or grayscale.
  - **Metafile Spooling**
  - **Halftone Color Adjustment**



Panasonic Document Manager Default Document Properties

Page Setup | Advanced

Panasonic Document Manager Document Settings
- Paper/Output
  - Paper Size: <Letter>
  - Orientation: <Portrait>
- Graphic
  - Resolution: <Standard>
  - Color Appearance: <Color>
- Document Options

Change 'Paper Size' Setting
- A4
- Legal
- Letter

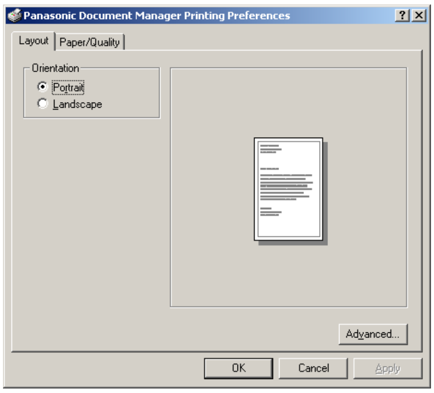
3. Click the OK button to return to the Printers folder.

Windows 2000/XP

1. Click the **Start** button, select **Settings,** and then click **Printers**.

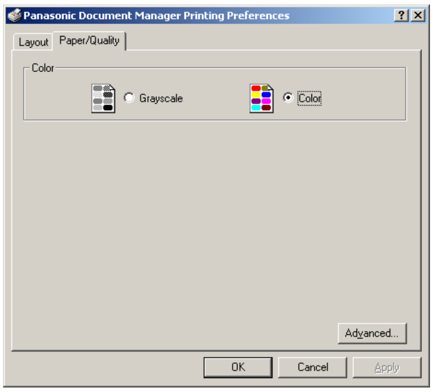
2. Right-click on **Panasonic Document Manager** and select **Printing Preferences** from the pop-up menu.
   The Printing Defaults dialog box appears.

- **Layout tab**
  Sets the document orientation.


Panasonic Document Manager Printing Preferences
Layout
Paper/Quality
Advanced...
OK
Cancel
Apply

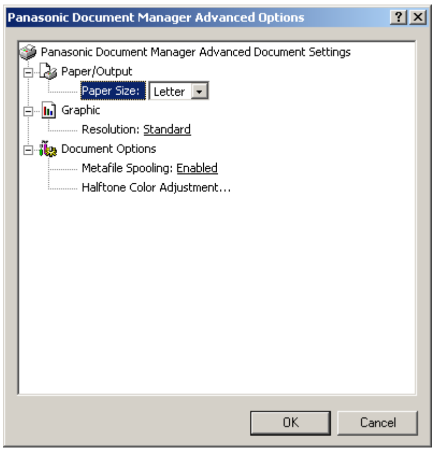
Orientation
● Portrait
○ Landscape

- **Paper/Quality tab**
  Sets the document to color or grayscale.


Panasonic Document Manager Printing Preferences
Layout
Paper/Quality
Advanced...
OK
Cancel
Apply

Color
○ Grayscale
● Color

- **Advanced button**
  Sets the paper size, resolution, and spooling properties.


Panasonic Document Manager Advanced Options
OK
Cancel

Panasonic Document Manager Advanced Document Settings
- Paper/Output
  - Paper Size: Letter
- Graphic
  - Resolution: Standard
- Document Options
  - Metafile Spooling: Enabled
  - Halftone Color Adjustment...

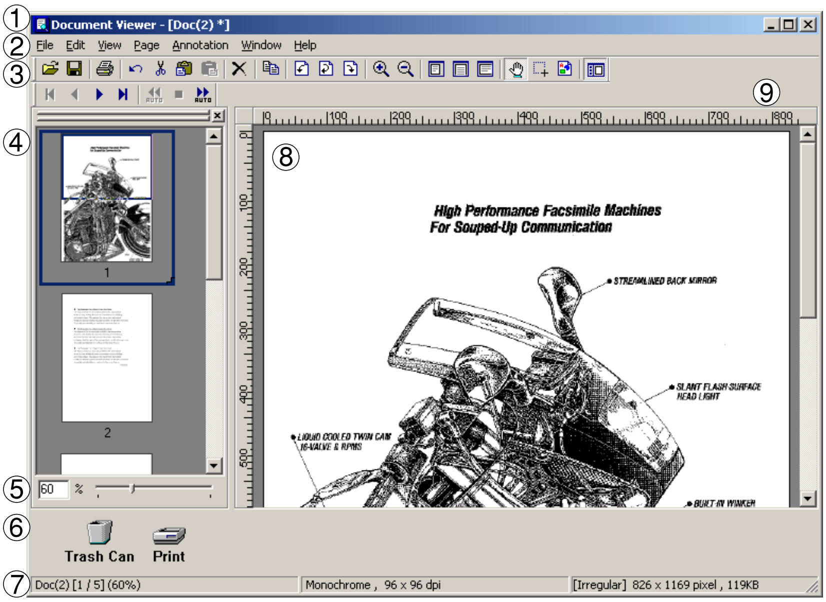
3. Click the OK button to return to the Printers folder.

Document Viewer

Main Window

The Document Viewer is an application for editing documents (image files) to be managed with the Document Manager (See page 88). In addition to usual image editing, the program provides various editing capabilities for documents with a wide selection of annotation functions.

Double-clicking on the document (thumbnail) in the Document Manager screen or selecting **Open** in the **Document** menu displays the main window of the Document Viewer. (See Note 1)


①
Document Viewer - [Doc(2) *]
②
File Edit View Page Annotation Window Help
③
④
⑤
60 %
⑥
Trash Can
Print
⑦
Doc(2) [1 / 5] (60%)
Monochrome , 96 x 96 dpi
[Irregular] 826 x 1169 pixel , 119KB
⑧
High Performance Facsimile Machines
For Souped-Up Communication
STREAMLINED BACK MIRROR
SLANT FLASH SURFACE HEAD LIGHT
LIQUID COOLED TWIN CAM 16-VALVE & RPMS
BUILT IN WINKER
⑨

NOTE

*1. The program can be also activated by selecting **Panasonic** → **Panasonic Document Management System** →**Document Viewer** from **Programs** in the **Start** menu.*

Main Window

1. **Title Bar**
   Displays the title of the screen and the name of the image file being displayed.

2. **Menu Bar**
   Displays the menus of the Document Viewer.

3. **Tool Bar**
   Displays tool buttons of the Document Viewer. Tool buttons correspond to functions of the menus in the menu bar.

4. **Page List**
   Displays the pages of the documents as thumbnails (reduced image).

5. **Size Bar**
   Adjusts the scaling of the display on the image window.

6. **Link Icon**
   Dragging and dropping a document on a link icon activates the application corresponding to each icon.

7. **Status Bar**
   Displays information such as image file name, image type, and size.

8. **Image Window**
   Displays the image and annotations of the pages being selected.

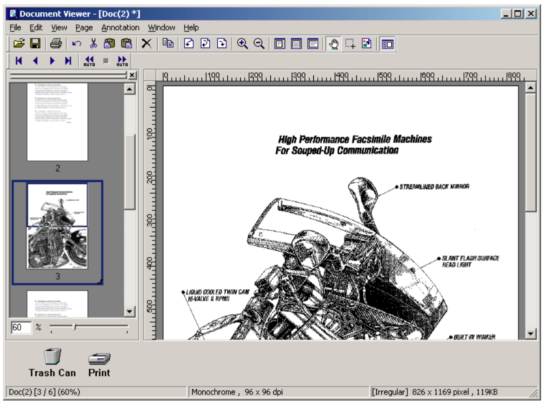
9. **Ruler**
   Displays the actual size of an image that is selected. The unit of measurement can be switched by **Detailed Settings ...**→**Ruler Unit** in the **View** menu.

Basic Operations

- **Selecting Page**

  Selecting a page, by clicking it in the page list, displays an image of the selected page on the image window.

  Dragging and dropping a page within the page list can change the order of the pages.


Document Viewer - [Doc(2) *]
File
Edit
View
Page
Annotation
Window
Help
High Performance Facsimile Machines
For Souped-Up Communication
Trash Can
Print
Doc(2) [3 / 6] (60%)
Monochrome , 96 x 96 dpi
[Irregular] 826 x 1169 pixel , 119KB

- **Image Editing**

  The image displayed in the image window can be edited with the menu below:

  - **Edit** menu

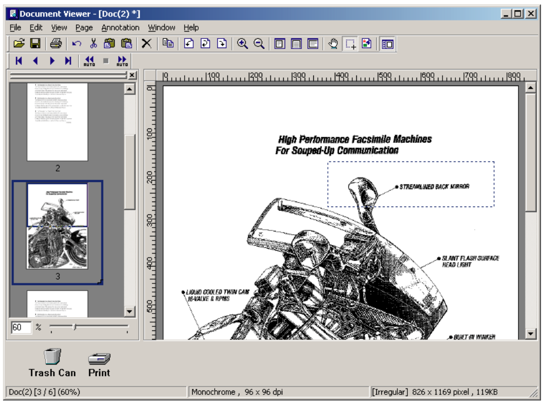
    Editing operations such as cutting, copying, pasting, and adding annotations.

  - **Page - Adjust Page** menu

    Image correction and color balance adjustment of the whole page.

- **Selecting Area**

  Dragging the mouse on the image window allows to select a specific area in an image. This function is used to save a specified area or to specify an area for annotation.


Document Viewer - [Doc(2) *]
File
Edit
View
Page
Annotation
Window
Help
High Performance Facsimile Machines
For Souped-Up Communication
Trash Can
Print
Doc(2) [3 / 6] (60%)
Monochrome , 96 x 96 dpi
[Irregular] 826 x 1169 pixel , 119KB

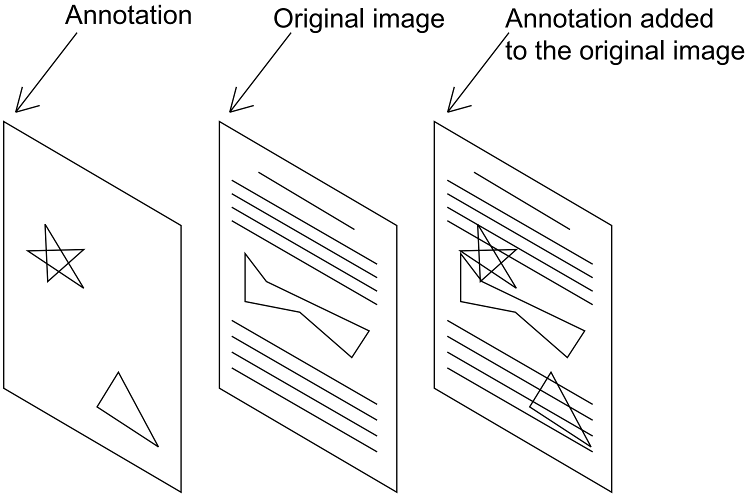
Annotation Function

Document Viewer provides functions to add various graphics and text to an image. The graphics and text added to an image are called <Annotation>.

The annotation function, unlike those in usual image editing applications, does not change the image itself but lays graphics and text on the image. Annotations and the original image are displayed as one image.

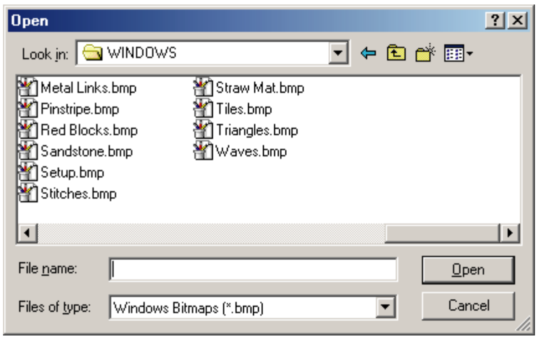
Annotations are managed separately from image data. Therefore, the Document Viewer can switch between displaying and hiding annotations.

If an image is edited with the Document Viewer, and is exported (sent) to another image editing application, it can be sent with the annotation to the image or not.



File Menu

- **Open**
  Opens an image file saved in the computer.
  Files of the following formats can be opened on the Document Viewer.


Open
Metal Links.bmp
Pinstripe.bmp
Red Blocks.bmp
Sandstone.bmp
Setup.bmp
Stitches.bmp
Straw Mat.bmp
Tiles.bmp
Triangles.bmp
Waves.bmp
Open
Cancel

Look in: WINDOWS

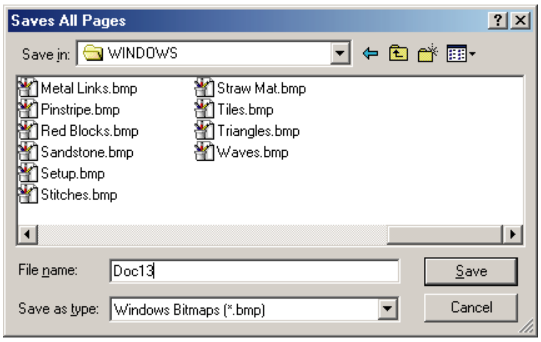
File name:

Files of type: Windows Bitmaps (*.bmp)

  - **TIFF**
    Tagged Image File Format (TIFF).
  - **JPEG**
    Joint Photographic Experts Group (JPEG) format.
  - **BMP**
    Windows standard bitmap format.
  - **PNG**
    Portable Network Graphics format.
  - **DDM**
    Document Manager file format.

- **Save** (See Note 1)
  Saves a document being edited.

- **Save As** (See Note 1)
  A document is saved as an ordinary image file under a specified name.


Saves All Pages
Metal Links.bmp
Pinstripe.bmp
Red Blocks.bmp
Sandstone.bmp
Setup.bmp
Stitches.bmp
Straw Mat.bmp
Tiles.bmp
Triangles.bmp
Waves.bmp
Save
Cancel

Save in: WINDOWS

File name: Doc13

Save as type: Windows Bitmaps (*.bmp)

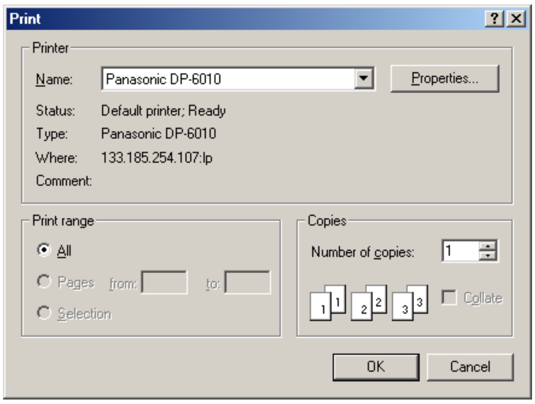
  - **All page(s)**
    Saves all pages in the document.
  - **Select page**
    Saves only the selected page.
  - **Specified area**
    Saves only the portion specified in the image window.

  Document Viewer saves a file in the following formats:

  - **TIFF**
    Tagged Image File Format (TIFF).
  - **Multi-page TIFF**
    Multipages Tagged Image File Format (TIFF).
  - **Internet Fax TIFF**
    Tagged Image File Format (TIFF) with Internet Fax format.
  - **JPEG**
    Joint Photographic Experts Group (JPEG) format.
  - **BMP**
    Windows standard bitmap format.
  - **PNG**
    Portable Network Graphics format.
  - **PDF**
    Adobe Portable Document Format (PDF).
  - **DDM**
    Document Manager file format.

File Menu

- **Print**
  Prints a document under the editing operation. For a document containing two or more pages, pages from-to can be specified for printing.



Print

Printer

Name: Panasonic DP-6010

Status: Default printer; Ready

Type: Panasonic DP-6010

Where: 133.185.254.107:lp

Comment:

Print range

● All

○ Pages from: to:

○ Selection

Copies

Number of copies: 1

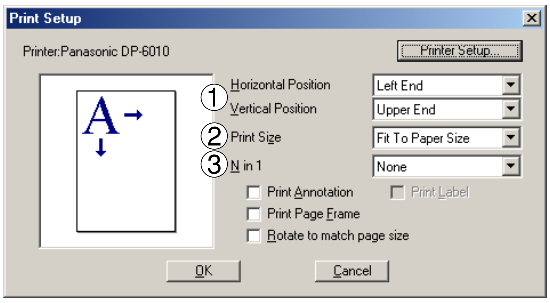
☐ Collate

- **Print Setup**
  Specifies the layout, printing size, and printing of annotations for a document to be printed.

1. **Vertical position and horizontal position**
   Adjusts the printing position on the sheet.

2. **Print Size**
   Select printing in original size or printing in accordance with the sheet size.

3. **N in 1 printing**
   Select for printing two or more reduced pages on one sheet.



Print Setup

Printer:Panasonic DP-6010

① Horizontal Position: Left End

Vertical Position: Upper End

② Print Size: Fit To Paper Size

③ N in 1: None

☐ Print Annotation

☐ Print Label

☐ Print Page Frame

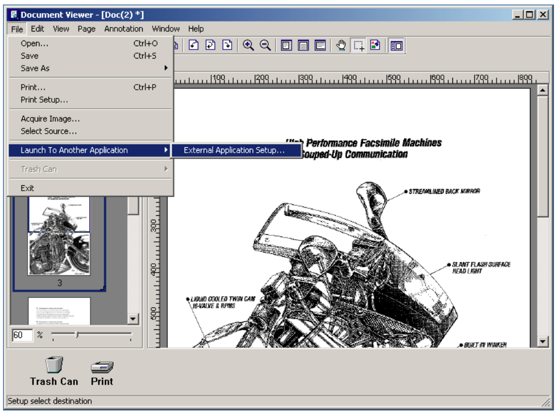
☐ Rotate to match page size

NOTE

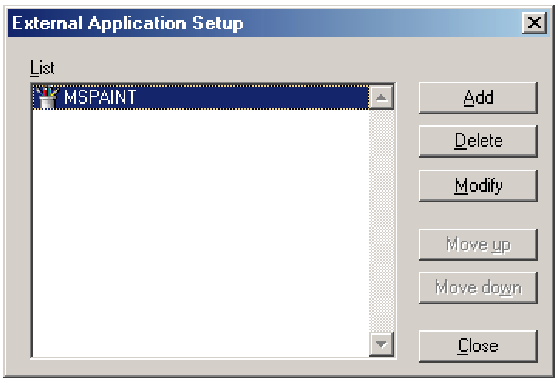
1. *When saving a document with annotations, save the document in the Document Manager file format (DDM). This format saves the annotations and image data separately (as objects) so that they can be edited later. Although saving a document in another format allows further editing, the annotations cannot be undone. They will be merged into the file.*

File Menu

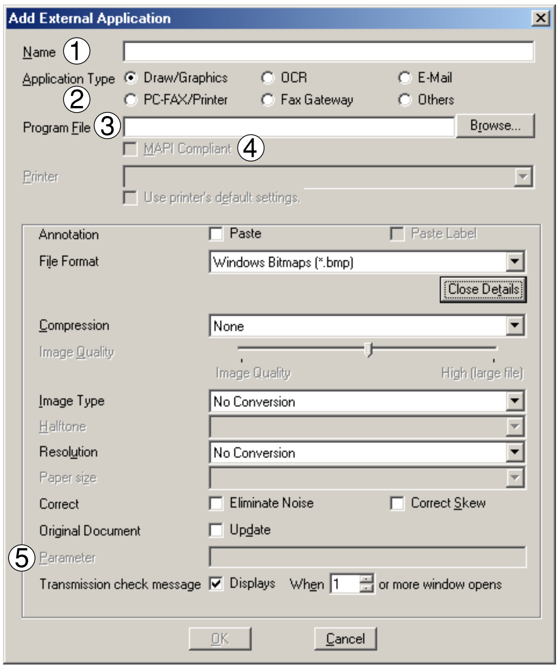
- **Launch To Another Application**
  Opens the document selected in the document window with a specified application.


Document Viewer - [Doc(2) *]
File Edit View Page Annotation Window Help
Open... Ctrl+O
Save Ctrl+S
Save As
Print... Ctrl+P
Print Setup...
Acquire Image...
Select Source...
Launch To Another Application
External Application Setup...
Trash Can
Exit
Trash Can
Print
Setup select destination

Selecting **External Application** (See Note 1) displays a dialog box for adding/changing/deleting applications.


External Application Setup
List
MSPAINT
Add
Delete
Modify
Move up
Move down
Close

Clicking the **Add** button displays the Add External Application dialog box.


Add External Application
Name ①
Application Type ② ● Draw/Graphics ○ OCR ○ E-Mail ○ PC-FAX/Printer ○ Fax Gateway ○ Others
Program File ③ Browse...
☐ MAPI Compliant ④
Printer
☐ Use printer's default settings.
Annotation ☐ Paste ☐ Paste Label
File Format Windows Bitmaps (*.bmp)
Close Details
Compression None
Image Quality
Image Quality High (large file)
Image Type No Conversion
Halftone
Resolution No Conversion
Paper size
Correct ☐ Eliminate Noise ☐ Correct Skew
Original Document ☐ Update
⑤ Parameter
Transmission check message ☑ Displays When 1 or more window opens
OK
Cancel

1. **Name**
   If an external application is specified, the name in this field appears on the link icon.

2. **Application Type**
   Specify the application type.

3. **Program File**
   Specify the execution file and the path of the application.

4. **MAPI Compliant**
   Check here if the e-mail application is compatible with MAPI.

5. **Parameter**
   If the e-mail application is incompatible with MAPI, adding a parameter here allows automatic activation of a transmission screen.

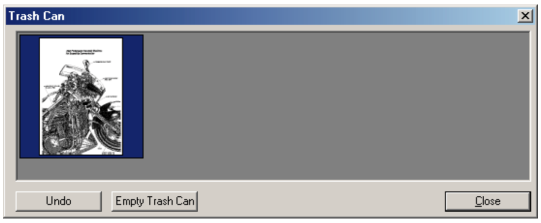
NOTE

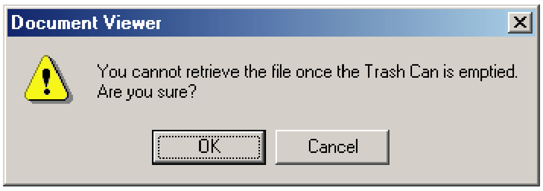
1. *See "Setting Plug-in" (page 92) to specify an external application.*

File Menu

- **Trash Can**
  - **Open Trash Can**
    Opens the Trash Can and displays any page in it.
    Selecting page and clicking the Undo button restores page that has been discarded.

    Note: Once you exit the Document Viewer, the pages in the Trash Can are deleted.

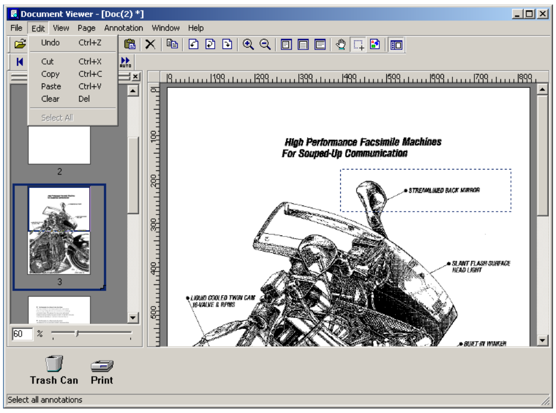

Trash Can
Undo
Empty Trash Can
Close


Document Viewer
OK
Cancel

You cannot retrieve the file once the Trash Can is emptied.
Are you sure?

  - **Empty Trash Can**
    Deletes the pages in the Trash Can. If a page is emptied from the Trash Can, it is permanently deleted. it is **Not** stored in the Recycle Bin.

Edit Menu


Document Viewer - [Doc(2) *]
File
Edit
View
Page
Annotation
Window
Help
Undo Ctrl+Z
Cut Ctrl+X
Copy Ctrl+C
Paste Ctrl+V
Clear Del
Select All
2
3
60 %
High Performance Facsimile Machines
For Souped-Up Communication
STREAMLINED BACK MIRROR
SLANT FLASH SURFACE HEAD LIGHT
LIQUID COOLED TWIN CAM 16-VALVE & RPMS
BUILT-IN WINKER
Trash Can
Print

Select all annotations

- **Undo**
  Undoes the last editing operation done.

- **Cut**
  Deletes a selected annotation from a folder and copies it to the clipboard.

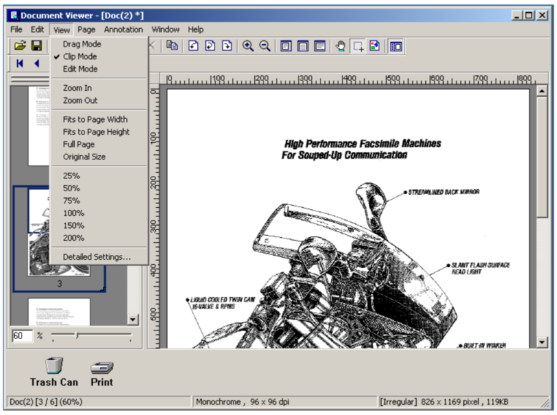
- **Copy**
  Copies a selected annotation on the clipboard.

- **Paste**
  Pastes an annotation from the clipboard into the selected page.

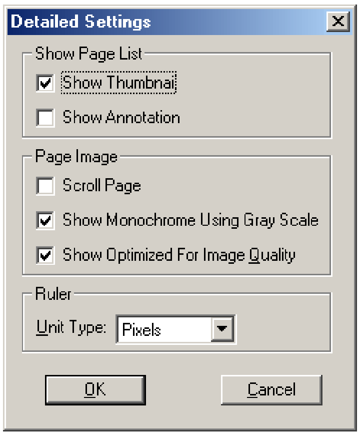
- **Clear**
  Clears a selected annotation.

- **Select All**
  Selects all annotations on the selected page.

View Menu


Document Viewer - [Doc(2) *]
File
Edit
View
Page
Annotation
Window
Help
Drag Mode
✓ Clip Mode
Edit Mode
Zoom In
Zoom Out
Fits to Page Width
Fits to Page Height
Full Page
Original Size
25%
50%
75%
100%
150%
200%
Detailed Settings...
High Performance Facsimile Machines
For Souped-Up Communication
STREAMLINED BACK MIRROR
SLANT FLASH SURFACE HEAD LIGHT
LIQUID COOLED TWIN CAM 16-VALVE & RPMS
BUILT-IN WINKER
3
60 %
Trash Can
Print
Doc(2) [3 / 6] (60%)
Monochrome , 96 x 96 dpi
[Irregular] 826 x 1169 pixel , 119KB

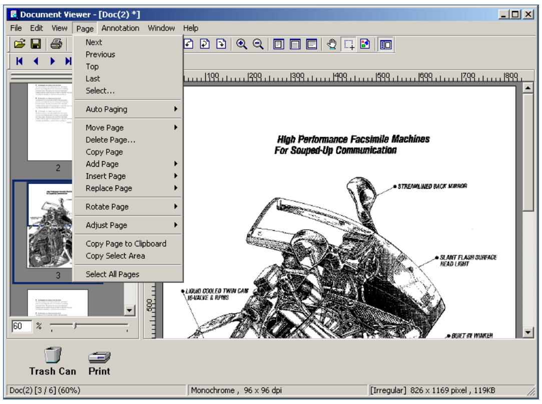
- **Drag Mode**
  Sets to the Drag Mode.
- **Clip Mode**
  Sets to the Clip Mode.
- **Edit Mode**
  Sets to the Edit Mode.
- **Zoom In**
  Zooms in on an image.
- **Zoom Out**
  Zooms out on an image.
- **Fits to Page Width**
  Fits the display to the page width.
- **Fits to Page Height**
  Fits the display to the page height.
- **Full Page**
  Fits the display to the full size page.
- **Original Size**
  Returns the display to the original size.
- **25% - 200%**
  Shows the display at 25% - 200%.
- **Detailed Settings**
  Sets detailed settings, such as thumbnail or page image settings.


Detailed Settings
Show Page List
Page Image
Ruler
OK
Cancel

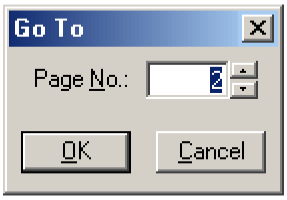
☑ Show Thumbnail
☐ Show Annotation
☐ Scroll Page
☑ Show Monochrome Using Gray Scale
☑ Show Optimized For Image Quality
Unit Type: Pixels

Page Menu

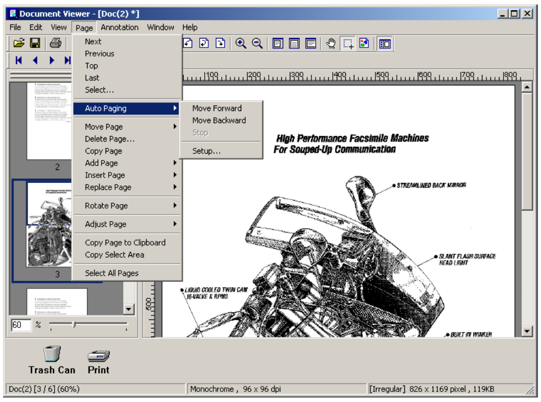
- **Next**
  Displays the next page.
- **Previous**
  Displays the previous page.
- **Top**
  Displays the top page.
- **Last**
  Displays the last page.


Document Viewer - [Doc(2) *]
File Edit View Page Annotation Window Help
Next
Previous
Top
Last
Select...
Auto Paging
Move Page
Delete Page...
Copy Page
Add Page
Insert Page
Replace Page
Rotate Page
Adjust Page
Copy Page to Clipboard
Copy Select Area
Select All Pages
High Performance Facsimile Machines
For Souped-Up Communication
Trash Can
Print
Doc(2) [3 / 6] (60%)
Monochrome , 96 x 96 dpi
[Irregular] 826 x 1169 pixel , 119KB

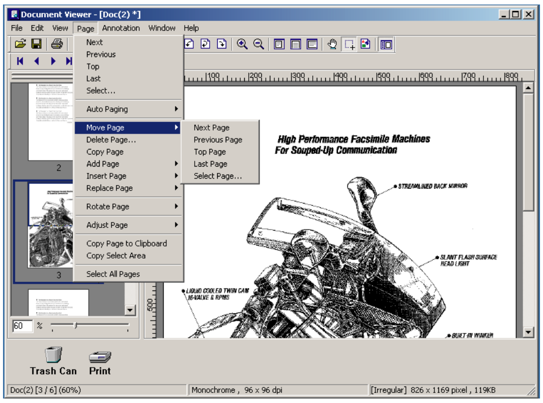
- **Select**
  Displays a specified page.


Go To
Page No.: 2
OK
Cancel

- **Auto Paging**
  Turns the pages automatically.
  - **Move Forward**
    Automatically steps through pages forwards.
  - **Move Backward**
    Automatically steps through pages backwards.
  - **Stop**
    Stops automatic page advance.
  - **Setup**
    Sets automatic page advance.


Document Viewer - [Doc(2) *]
File Edit View Page Annotation Window Help
Next
Previous
Top
Last
Select...
Auto Paging
Move Forward
Move Backward
Stop
Setup...
Move Page
Delete Page...
Copy Page
Add Page
Insert Page
Replace Page
Rotate Page
Adjust Page
Copy Page to Clipboard
Copy Select Area
Select All Pages
Trash Can
Print

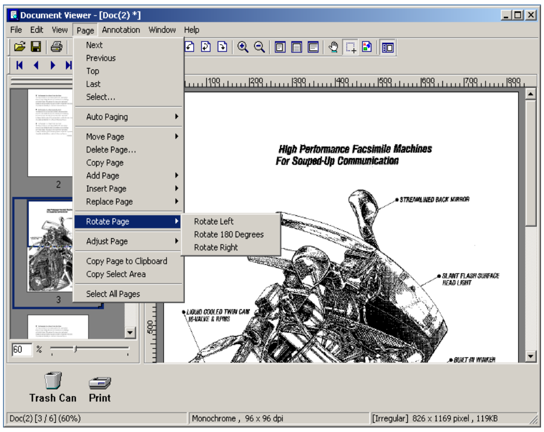
- **Move page**
  Moves pages to the desired position.
  - **Next page**
    Moves the current page to be after to the next page.
  - **Previous page**
    Moves the current page to be before to the previous page.
  - **Top page**
    Moves the current page to be the top page.
  - **Last page**
    Moves the current page to be the last page.
  - **Select page**
    Moves the current page to the page you specified.


Document Viewer - [Doc(2) *]
File Edit View Page Annotation Window Help
Next
Previous
Top
Last
Select...
Auto Paging
Move Page
Next Page
Previous Page
Top Page
Last Page
Select Page...
Delete Page...
Copy Page
Add Page
Insert Page
Replace Page
Rotate Page
Adjust Page
Copy Page to Clipboard
Copy Select Area
Select All Pages
Trash Can
Print

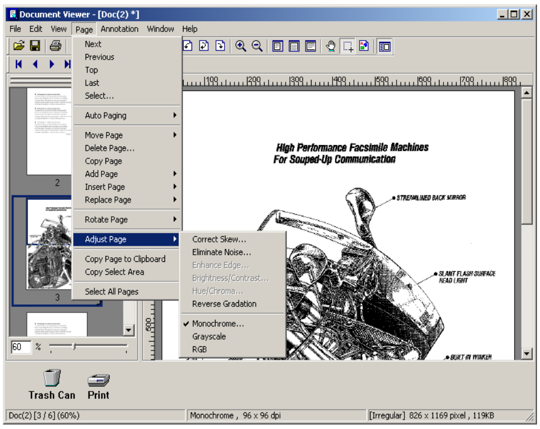
- **Delete Page**
  Deletes the current page.
- **Copy Page**
  Copies the current page.
- **Add Page**
  Adds new pages from file to documents.
  Adds new pages from Twain scanner to documents.
  (The Twain Mode is not available in these models)

Page Menu

- **Insert Page**
  Inserts a page from file at the current position.
  Inserts a page from Twain scanner at the current position.
  (The Twain Mode is not available in these models)
- **Replace Page**
  Replaces the current page from file with a new page.
  Replaces the current page from Twain scanner with a new page.
  (The Twain Mode is not available in these models)
- **Rotate Page**
  - Rotate Right
    Rotates the page 90 degrees clockwise.
  - Rotate 180 Degrees
    Rotates the page 180 degrees
  - Rotate Left
    Rotates the page 90 degrees counterclockwise.


Document Viewer - [Doc(2) *]
File
Edit
View
Page
Annotation
Window
Help
Next
Previous
Top
Last
Select...
Auto Paging
Move Page
Delete Page...
Copy Page
Add Page
Insert Page
Replace Page
Rotate Page
Adjust Page
Copy Page to Clipboard
Copy Select Area
Select All Pages
Rotate Left
Rotate 180 Degrees
Rotate Right
High Performance Facsimile Machines
For Souped-Up Communication
STREAMLINED BACK MIRROR
SLANT FLASH-SURFACE HEAD LIGHT
LIQUID COOLED TWIN CAM 16-VALVE & RPMS
BUILT-IN WINKER
Trash Can
Print
Doc(2) [3 / 6] (60%)
Monochrome , 96 x 96 dpi
[Irregular] 826 x 1169 pixel , 119KB

- **Adjust Page**
  - **Correct Skew**
    Adjusts orientation.
  - **Eliminate Noise**
    Eliminates the noise.
  - **Enhance Edge**
    Enhances the edge.
  - **Brightness/Contrast**
    Adjusts brightness or contrast.
  - **Hue/Chroma**
    Adjusts hue or chroma.
  - **Reverse Gradation**
    Reverse Gradation.
  - **Monochrome** (See Note 1)
    Converts to Monochrome.
  - **Grayscale** (See Note 2)
    Converts to Grayscale.
  - **RGB**
    Converts to RGB full color.


Document Viewer - [Doc(2) *]
File
Edit
View
Page
Annotation
Window
Help
Next
Previous
Top
Last
Select...
Auto Paging
Move Page
Delete Page...
Copy Page
Add Page
Insert Page
Replace Page
Rotate Page
Adjust Page
Copy Page to Clipboard
Copy Select Area
Select All Pages
Correct Skew...
Eliminate Noise...
Enhance Edge...
Brightness/Contrast...
Hue/Chroma...
Reverse Gradation
✓ Monochrome...
Grayscale
RGB
High Performance Facsimile Machines
For Souped-Up Communication
STREAMLINED BACK MIRROR
SLANT FLASH-SURFACE HEAD LIGHT
BUILT-IN WINKER
Trash Can
Print
Doc(2) [3 / 6] (60%)
Monochrome , 96 x 96 dpi
[Irregular] 826 x 1169 pixel , 119KB

NOTE

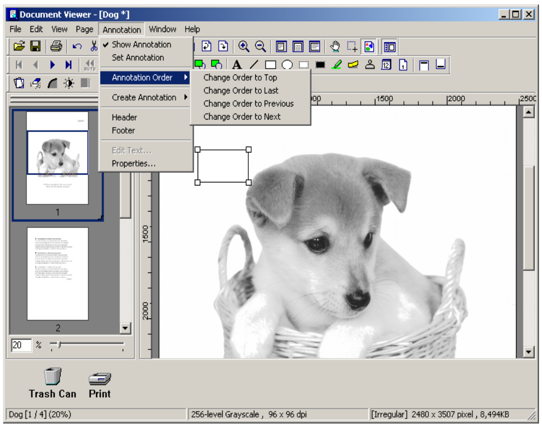
1. *Grayscale and color information of a grayscale or RGB color image will be lost upon conversion into a monochrome image. The lost information is not restorable.*
2. *Color information of a RGB color image will be lost upon conversion into a grayscale image. The lost information is not restorable.*

Page Menu

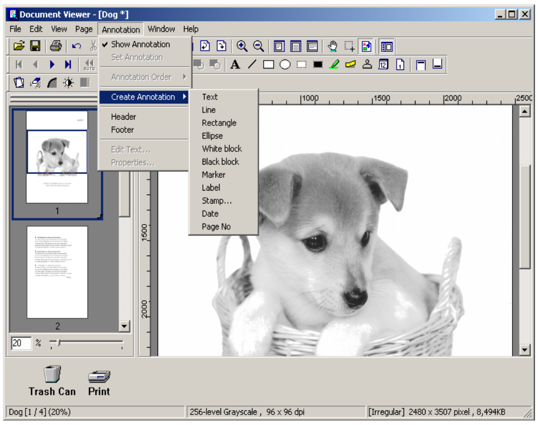
- **Copy Page to Clipboard**
  Copies the entire page selected onto the clipboard.
- **Copy Select Area**
  Copies select area to clipboard.
- **Select All Pages**
  Selects all pages.

Annotation Menu

- **Show Annotation**
  The check box on/off setting specifies whether to display an annotation in the page list thumbnail.
- **Set Annotation**
  Protects the annotation from re-editing.
- **Annotation Order**
  - **Change Order To Top**
  - **Change Order To Last**
  - **Change Order To Previous**
  - **Change Order To Next**

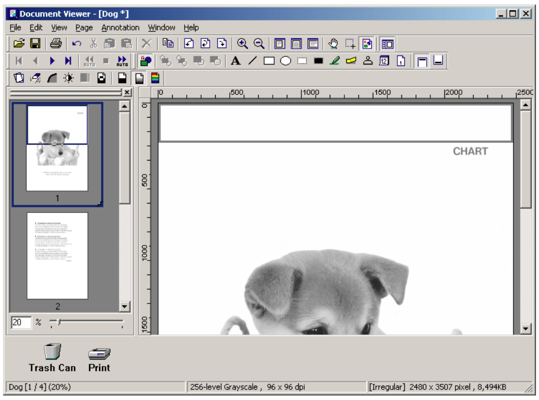

Document Viewer - [Dog *]
File Edit View Page Annotation Window Help
Show Annotation
Set Annotation
Annotation Order
Create Annotation
Header
Footer
Edit Text...
Properties...
Change Order to Top
Change Order to Last
Change Order to Previous
Change Order to Next
Trash Can
Print
Dog [1 / 4] (20%)
256-level Grayscale , 96 x 96 dpi
[Irregular] 2480 x 3507 pixel , 8,494KB

- **Create Annotation**
  - **Text**
    Creates a text annotation and pastes it to a page.
  - **Line**
    Creates a line annotation and pastes it to a page.
  - **Rectangle**
    Creates a rectangular annotation and pastes it to a page.
  - **Ellipse**
    Creates an ellipse annotation and pastes it to a page.
  - **White block**
    Creates a white rectangular (solidly white-painted) annotation and pastes it to a page.
  - **Black block**
    Creates a black rectangular (solidly black-painted) annotation and pastes it to a page.
  - **Marker**
    Create a marker annotation and pastes it to a page.
  - **Label**
    Creates a label annotation and pastes it to a page.
  - **Stamp**
    Creates a stamp annotation and pastes it to a page.
  - **Date**
    Creates a date annotation and pastes it to a page.
  - **Page No.**
    Creates a page number annotation and pastes it to a page.


Document Viewer - [Dog *]
File Edit View Page Annotation Window Help
Show Annotation
Set Annotation
Annotation Order
Create Annotation
Header
Footer
Edit Text...
Properties...
Text
Line
Rectangle
Ellipse
White block
Black block
Marker
Label
Stamp...
Date
Page No
Trash Can
Print
Dog [1 / 4] (20%)
256-level Grayscale , 96 x 96 dpi
[Irregular] 2480 x 3507 pixel , 8,494KB

Annotation Menu

- **Header**
  Edits a header common to each page.

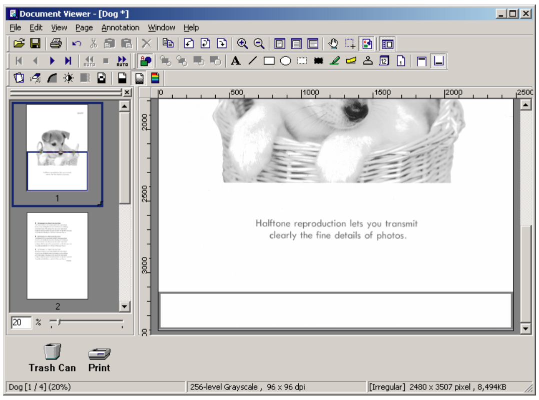


Document Viewer - [Dog *]
File Edit View Page Annotation Window Help
Trash Can
Print

CHART

Dog [1 / 4] (20%)
256-level Grayscale , 96 x 96 dpi
[Irregular] 2480 x 3507 pixel , 8,494KB

- **Footer**
  Edits a footer common to each page.



Document Viewer - [Dog *]
File Edit View Page Annotation Window Help
Trash Can
Print

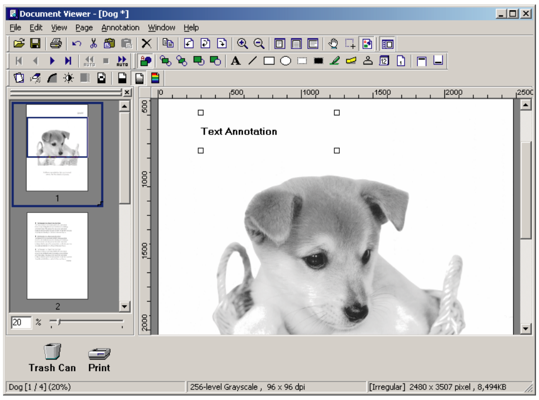
Halftone reproduction lets you transmit clearly the fine details of photos.

Dog [1 / 4] (20%)
256-level Grayscale , 96 x 96 dpi
[Irregular] 2480 x 3507 pixel , 8,494KB

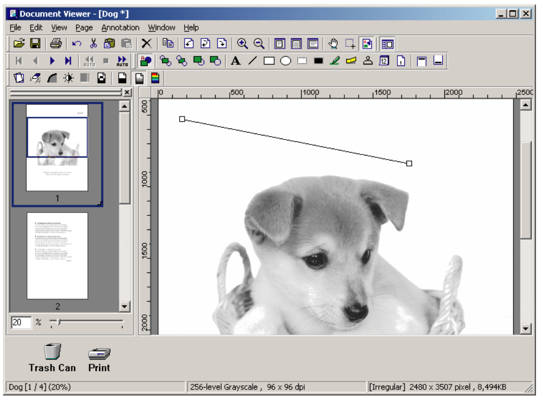
- **Edit Text**
  Sets a format of the text in a selected annotation.
- **Properties**
  Displays annotation properties.

Annotation Menu

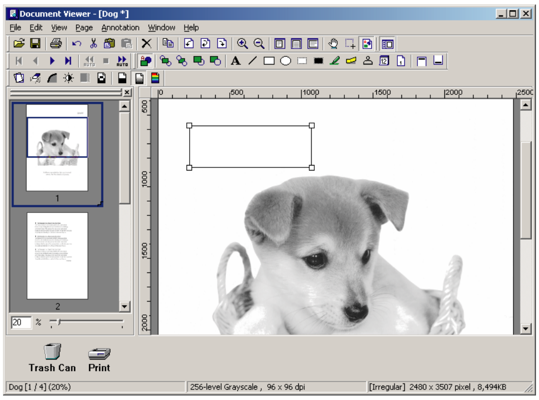
- **Text**
  Creates a text annotation. Select text annotation in the annotation menu (or tool button), and drag the mouse in the image window to specify the display position.
  A dialog box for text setup will appear.
  Enter the text to display, and then specify text color and font. (See Note 1)


Document Viewer - [Dog *]
File Edit View Page Annotation Window Help
Text Annotation
Trash Can
Print
Dog [1 / 4] (20%)
256-level Grayscale , 96 x 96 dpi
[Irregular] 2480 x 3507 pixel , 8,494KB

- **Line**
  Creates a line annotation.
  Select line annotation in the annotation menu (or tool button (See Note 2)), and drag the mouse in the image window to draw lines.


Document Viewer - [Dog *]
File Edit View Page Annotation Window Help
Trash Can
Print
Dog [1 / 4] (20%)
256-level Grayscale , 96 x 96 dpi
[Irregular] 2480 x 3507 pixel , 8,494KB

- **Rectangle**
  Creates a rectangle annotation.
  Select rectangle annotation in the annotation menu (or tool button (See Note 3)), and drag the mouse in the image window to draw a rectangle.

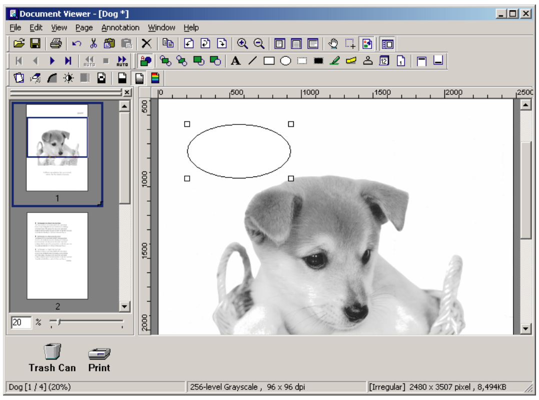

Document Viewer - [Dog *]
File Edit View Page Annotation Window Help
Trash Can
Print
Dog [1 / 4] (20%)
256-level Grayscale , 96 x 96 dpi
[Irregular] 2480 x 3507 pixel , 8,494KB

NOTE

1. *To specify text font and colors, select the drawn text and select* ***Properties*** *in the* ***Annotation*** *menu. The Text Format Setup dialog box can be displayed also by selecting* ***Properties*** *in the pop-up menu, that appears by right-clicking on a drawn text.*
2. *To specify the thickness and color of a line, select a drawn line and then select* ***Properties*** *in the* ***Annotation*** *menu. Graphics Format Setup dialog box can be displayed also by selecting* ***Properties*** *in the pop-up menu, that appears by right-clicking on a drawn line.*
3. *To specify the thickness and colors of the rectangle, select the drawn rectangle and select* ***Properties*** *in the* ***Annotation*** *menu. The Graphic Format Setup dialog box can be displayed also by selecting* ***Properties*** *in the pop-up menu, that appears by right-clicking on a drawn figure.*

Annotation Menu

- **Ellipse**
  Creates an ellipse annotation.
  Select ellipse annotation in the annotation menu (or tool button (See Note 1)), and drag the mouse in the image window to draw an ellipse.

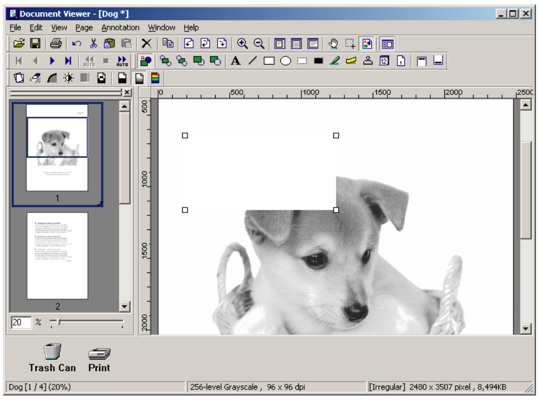

Document Viewer - [Dog *]
File
Edit
View
Page
Annotation
Window
Help
0
500
1000
1500
2000
2500
500
1000
1500
2000
1
2
20
%
Trash Can
Print
Dog [1 / 4] (20%)
256-level Grayscale , 96 x 96 dpi
[Irregular] 2480 x 3507 pixel , 8,494KB

NOTE

1 *To specify the thickness and colors of the ellipse, select the drawn ellipse and select **Properties** in the **Annotation** menu. The Graphic Format Setup dialog box can be displayed also by selecting **Properties** in the pop-up menu, that appears by right-clicking on a drawn figure.*

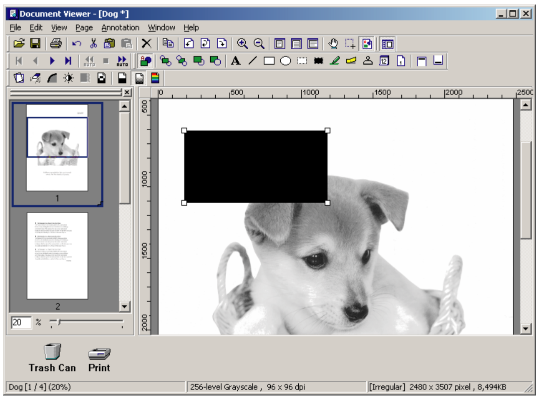
Annotation Menu

- **White Block**
  Creates a white rectangle (solidly white-painted) annotation. Select white annotation in the annotation menu (or tool button (See Note 1)), and drag the mouse in the image window to draw a white rectangle.


Document Viewer - [Dog *]
File Edit View Page Annotation Window Help
Trash Can
Print

Dog [1 / 4] (20%) | 256-level Grayscale , 96 x 96 dpi | [Irregular] 2480 x 3507 pixel , 8,494KB

- **Black Block**
  Creates a black rectangle (solidly black-painted) annotation. Select black annotation in the annotation menu (or tool button (See Note 2)), and drag the mouse in the image window to draw a black rectangle.


Document Viewer - [Dog *]
File Edit View Page Annotation Window Help
Trash Can
Print

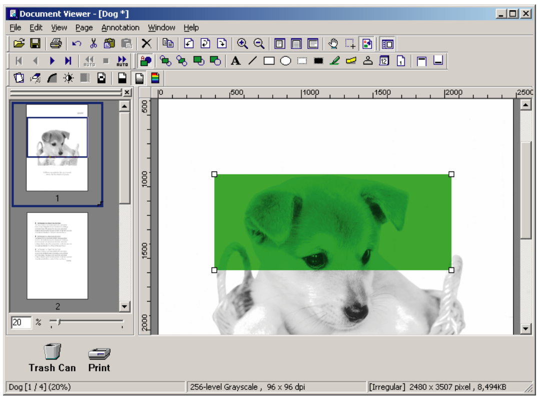
Dog [1 / 4] (20%) | 256-level Grayscale , 96 x 96 dpi | [Irregular] 2480 x 3507 pixel , 8,494KB

NOTE

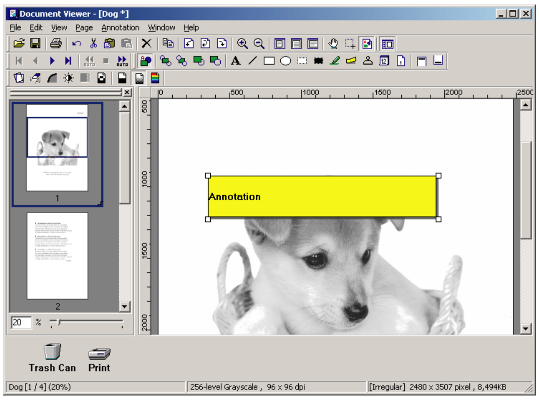
1. *To specify lines and colors of solid white, select the drawn solid white rectangle and select* ***Properties*** *in the* ***Annotation*** *menu. The Graphic Format Setup dialog box can be displayed also by selecting* ***Properties*** *in the pop-up menu, that appears by right-clicking on a drawn figure.*
2. *To specify lines and colors of solid black, select the drawn solid black rectangle and select* ***Properties*** *in* ***Annotation*** *menu. The Graphic Format Setup dialog box can be displayed also by selecting* ***Properties*** *in the pop-up menu, that appears by right-clicking on a drawn figure.*

Annotation Menu

- **Marker**
  Creates a marker annotation.
  Select marker annotation in the annotation menu (or tool button (See Note 1)), and drag the mouse in the image window to draw a marker.


Document Viewer - [Dog *]
File Edit View Page Annotation Window Help
Trash Can
Print
Dog [1 / 4] (20%)
256-level Grayscale , 96 x 96 dpi
[Irregular] 2480 x 3507 pixel , 8,494KB

- **Label**
  Creates a label annotation.
  Select label annotation in the annotation menu (or tool buttons (See Note 2)), and drag the mouse in the image window to draw label displays Text Format Setup dialog box.
  Enter text to display and specify text color and font.


Document Viewer - [Dog *]
File Edit View Page Annotation Window Help
Annotation
Trash Can
Print
Dog [1 / 4] (20%)
256-level Grayscale , 96 x 96 dpi
[Irregular] 2480 x 3507 pixel , 8,494KB

NOTE

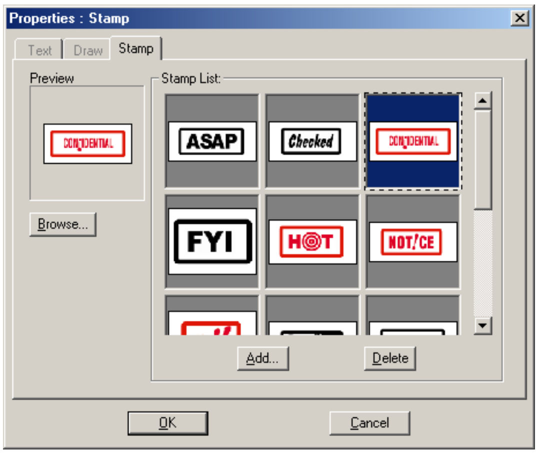
1. *To specify the color of a marker, select the drawn marker and select **Properties** in the **Annotation** menu. The Graphic Format Setup dialog box can be displayed also by selecting **Properties** in the pop-up menu, that appears by right-clicking*
2. *To specify the color and font of a label, select the drawn label and select **Properties** in the **Annotation** menu. The Graphic Format Setup dialog box can be displayed also by selecting **Properties** in the pop-up menu, that appears by right-clicking on a drawn label.*

Annotation Menu

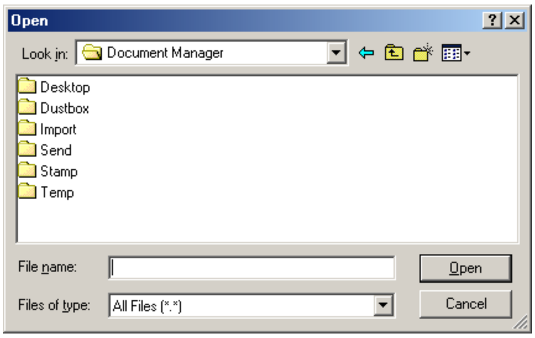
- **Stamp**

  Creates a stamp annotation.
  The stamp annotation pastes another image file like a stamp. Select stamp annotation in the annotation menu (or tool button) and click the OK button. Then drag the mouse in the image window to specify the area, displaying the stamp dialog box.

  Click the Browse button to specify an image from a file.


Properties : Stamp
Text
Draw
Stamp
Preview
CONFIDENTIAL
Browse...
Stamp List:
ASAP
Checked
CONFIDENTIAL
FYI
HOT
NOTICE
Add...
Delete
OK
Cancel

Clicking the Add button allows to select image files to be used as a stamp.


Open
Look in:
Document Manager
Desktop
Dustbox
Import
Send
Stamp
Temp
File name:
Files of type:
All Files (*.*)
Open
Cancel

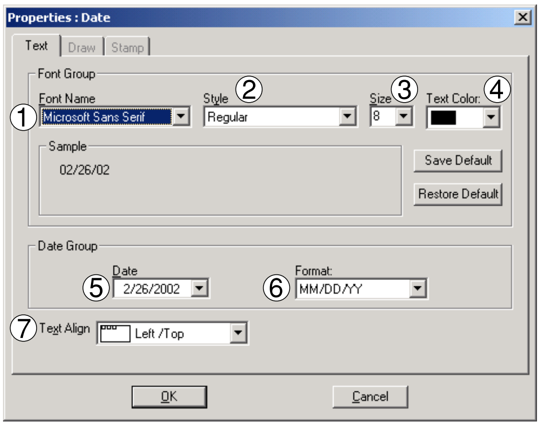
Annotation Menu

- **Date**

  Creates a date annotation.

  Select date annotation in the annotation menu (or tool button), and drag the mouse in the image window to specify the area, displaying the Properties dialog box.

  Specify the format, color, and font of the date to be displayed. (See Note 1)



Properties : Date

Font Name: Microsoft Sans Serif

Style: Regular

Size: 8

Sample: 02/26/02

Date: 2/26/2002

Format: MM/DD/YY

Text Align: Left /Top

1. **Font Name**
   Specify the font here.

2. **Style**
   Specify the font style.

3. **Size**
   Specify the font size.

4. **Text Color**
   Select the text color here.

5. **Date**
   Specify the date here. Selecting from the calendar or entering the date.

6. **Format**
   Specify the display format here.

7. **Text Align**
   Specify the text alignment.

NOTE

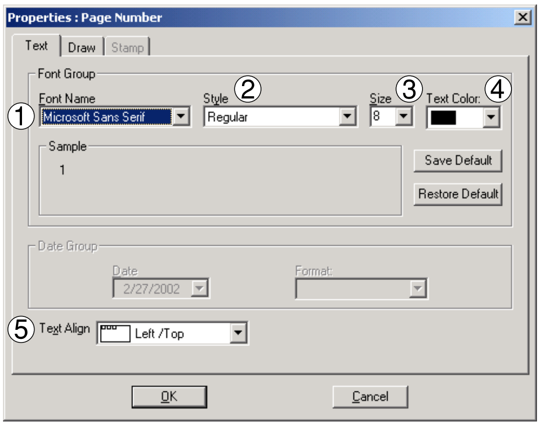
1. *To specify the color or font of the date, select the drawn date and select* ***Properties*** *in the* ***Annotation*** *menu. The Text Format Setup dialog box can be displayed also by selecting* ***Properties*** *in the pop-up menu, that appears by right-clicking on a drawn figure.*

Annotation Menu

- **Page No.**

  Creates a page number annotation.
  Select page number annotation in the annotation menu (or tool button), and drag the mouse in the image window to specify the area. Double-click the Page No area to display the text the settings dialog box.
  Specify format, color, and font of the page number to be displayed.

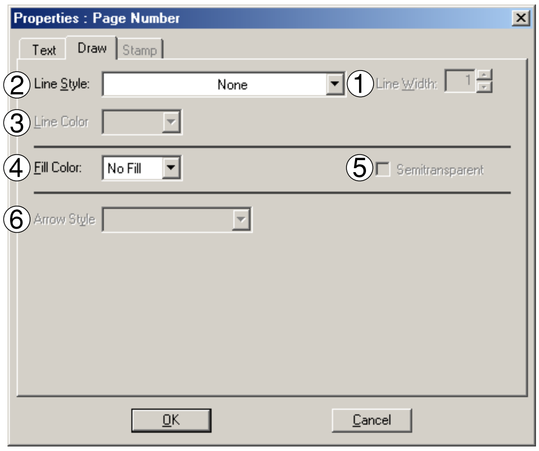
  1. **Font Name**
     Specify the font here.
  2. **Style**
     Specify the font style.
  3. **Size**
     Specify the font size.
  4. **Text Color**
     Select the text color here.
  5. **Text Align**
     Specify the text alignment.


Properties : Page Number
Text
Draw
Stamp
Font Group
①
②
③
④
⑤
Text Color:
Sample
Save Default
Restore Default
Date Group
Format:
OK
Cancel

Font Name: Microsoft Sans Serif
Style: Regular
Size: 8
Sample: 1
Date: 2/27/2002
Text Align: Left /Top

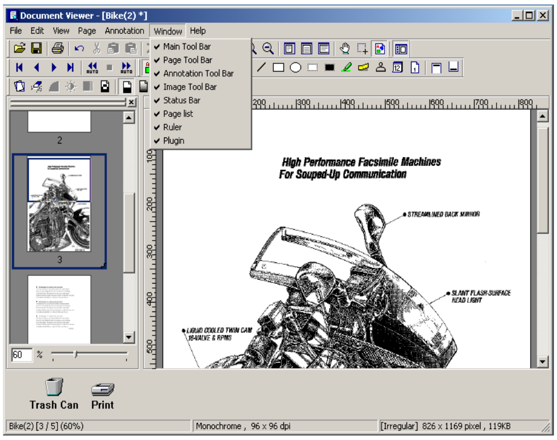
Opens the Graphics Format Setup Dialog box.
Click on the drawn figure and select Properties to change the thickness and colors of the lines.

1. **Line Width**
   Specify the thickness of the lines here.
2. **Line Style**
   Specify the types of lines here
3. **Line Color**
   Specify the color of the lines here.
4. **Fill Color**
   Select the color for solid painting here.
5. **Semitransparent**
   Set the image to transparent.
6. **Arrow Style**
   Select the Arrow style.


Properties : Page Number
Text
Draw
Stamp
①
②
③
④
⑤
⑥
Line Color
☐ Semitransparent
Arrow Style
OK
Cancel

Line Style: None
Line Width: 1
Fill Color: No Fill

Window Menu


Document Viewer - [Bike(2) *]
File
Edit
View
Page
Annotation
Window
Help
✓ Main Tool Bar
✓ Page Tool Bar
✓ Annotation Tool Bar
✓ Image Tool Bar
✓ Status Bar
✓ Page list
✓ Ruler
✓ Plugin
High Performance Facsimile Machines
For Souped-Up Communication
Trash Can
Print
Bike(2) [3 / 5] (60%)
Monochrome , 96 x 96 dpi
[Irregular] 826 x 1169 pixel , 119KB

- **Main Tool Bar**
  Show/hide main toolbar.

- **Page Tool Bar**
  Show/hide page toolbar.

- **Annotation Tool Bar**
  Show/hide page adjustment toolbar.

- **Image Tool Bar**
  Show/hide page adjustment toolbar.

- **Status Bar**
  Show/hide status bar.

- **Page List**
  Show/hide page list.

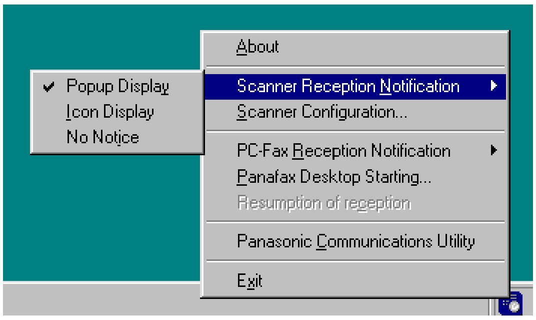
- **Ruler**
  Show/hide ruler.

- **Plugin**
  Show/hide plug-in.

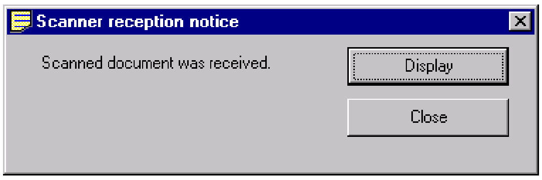
Network Scanner Settings

Startup Windows, and select **Panasonic →Panasonic Document Management System →Panasonic Communications Utility** in **Programs** from the Start menu.
The Panasonic Communications Utility is activated and the icon appears on the Task Bar.

- Scanner reception notification
  Right-click the Panasonic Communications Utility icon to the **Scanner reception notification** either **Pop up Display** or **Icon Display**.


✓ Popup Display
Icon Display
No Notice
About
Scanner Reception Notification
Scanner Configuration...
PC-Fax Reception Notification
Panafax Desktop Starting...
Resumption of reception
Panasonic Communications Utility
Exit

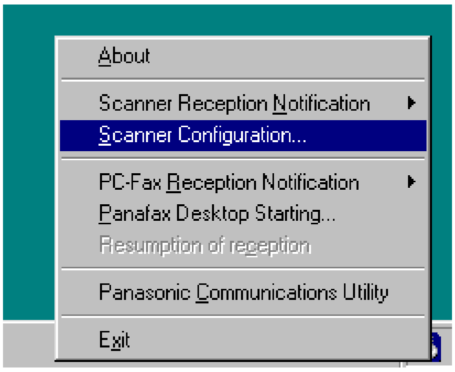
<Pop up Display>
Displays the following message when the scanner image is received.


Scanner reception notice
Display
Close

Scanned document was received.

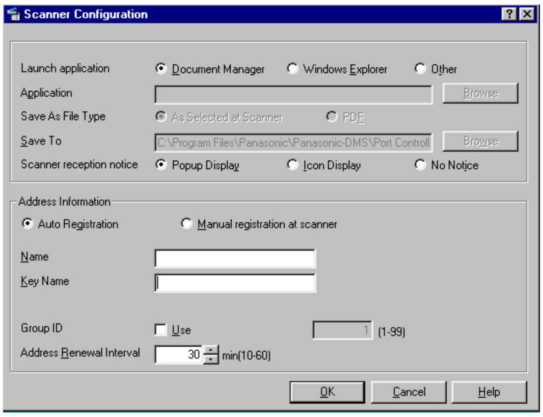
<Icon Display>
Changes the Status Monitor icon when the scanner image is received.

- Scanner Configuration
  Right-click on the icon and select **Scanner Configuration....**


About
Scanner Reception Notification
Scanner Configuration...
PC-Fax Reception Notification
Panafax Desktop Starting...
Resumption of reception
Panasonic Communications Utility
Exit

Network Scanner Settings

The Scanner Configuration Window appears as shown below.



Launch application ● Document Manager ○ Windows Explorer ○ Other
Application
Save As File Type ● As Selected at Scanner ○ PDF
Save To C:\Program Files\Panasonic\Panasonic-DMS\Port Controll
Scanner reception notice ● Popup Display ○ Icon Display ○ No Notice

Address Information
● Auto Registration ○ Manual registration at scanner
Name
Key Name
Group ID ☐ Use 1 (1-99)
Address Renewal Interval 30 min(10-60)

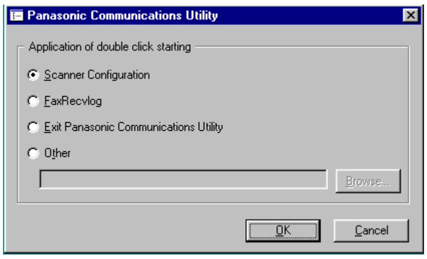
- **Launch application**
  Select the application among Document Manager / Windows Explorer / Other Application that will receive the scanner data.
- **Application**
  Select the application program path to open the scanned image.
- **Save As File Type**
  Select the file type to save the scanned image.
- **Save To**
  Select the path to save the scanned image.
- **Scanner reception notice**
  Select the view mode of the scanner reception notice.

<Address Information>
Select one of the following:
Auto Registration - The information below will be automatically registered in the Address Book of the device(s).
Manual registration at scanner - The Address Book of the device will be used to enter the computer's address manually.

- **Name**
  Set the PC Name to be saved to the machine.
- **Key Name**
  Set the Key Name to be saved to the machine.
- **Group ID**
  Set the Group ID (1 -99).
- **Address Renewal Interval**
  Set the period to update the address information to the machine.

Panasonic Communications Utility

Right-click the Panasonic Communications Utility icon on the Task Bar.
The Panasonic Communications Utility Window appears as shown below.



Panasonic Communications Utility

Application of double click starting

- ● Scanner Configuration
- ○ FaxRecvlog
- ○ Exit Panasonic Communications Utility
- ○ Other

Set the activate program when double-clicking the Panasonic Communications Utility Icon.

- Scanner Configuration
  Open the Scanner Configuration Window.

- Fax Receive Log
  Open the Fax Receive Log Window.

- Exit the Panasonic Communications Utility.
  The Panasonic Communications Utility is terminated.

- Other
  Click the Browse button to set the application program.

General Description

Panafax Desktop is a PC Faxing application specifically designed to compliment the Panasonic line of multi-function products

Document(s) created on the PC can be easily faxed to a remote location directly, without having to print a hard copy first and then using the fax machine to send. This improves the copy quality received at the remote location, saving the cost and time of printing the hard copy locally before faxing it.

Compatible Models

Network Connected Models

Group 1
- DX-600 / 800
- DP-3510 / 4510 / 6010 with Fax and I-Fax Options
- DP-2310/3010 with Fax and I-Fax Options

Group 2
- DX-1000/2000
- DP-1810F with I-Fax Option
- DP-2000/2500/3000 with Fax and I-Fax Options

Local Connected Models
- UF-490/525 (Standalone System only)
- UF-590/790
- UF-890/990 (Tx only)
- DP-1810F

Restriction(s)

Common
- The size of the data that can be transmitted is limited to the size that is within the memory of the device. The transmission is canceled when the device’s memory overflows during the transfer of the fax data.
- The maximum number of multi-station transmissions is up to 999.

Network Connected Models Only
- The total number of direct dialing stations of the device limits the total number of stations that a fax message can be transmitted to. The transmission is canceled when it exceeds that number during the data transfer to the device from the PC.

- For **Simple Send Only System with Group 2 Device(s)**, the fax data is transferred to the device continuously without confirmation of the job. The transmission is canceled when it exceeds the maximum number of stations, number of jobs or memory size of the device during data transfer to the device from the PC.

- For **Simple Send Only System or Send and Receive System with Group 1 Device(s)**, the fax data is transferred individually from the Panafax Desktop while obtaining the completion confirmation for each job, by means of the Job Completion Notice **(Send Only)** or Communication Journal **(Send and Receive)**.

  If you are running Anti-virus Software, it may interfere and/or cause the Panafax Desktop from sending a PC Fax Job to the Device properly. You may be required to disable the Anti-virus software when using the Panafax Desktop temporarily. Please consult your Network Administrator.

Connection Configurations (For the Network Connected Models)

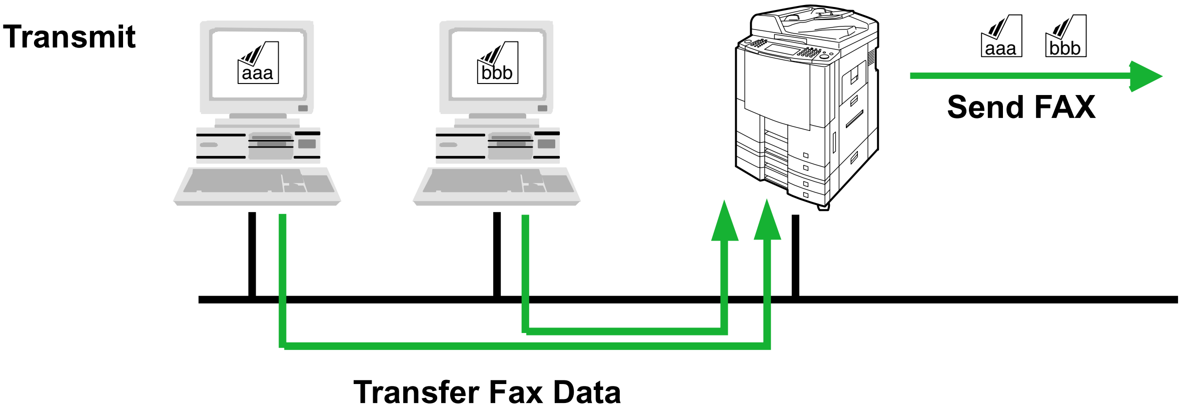
For the Network Connected Models
There are two types of Panafax Desktop configurations, **Simple Send Only System** and **Send & Receive Network Shared System**.

	Device Setting	PC Fax Setting
Simple Send Only System • Peer To Peer Connection • Email Server Not Required	• IP Address settings • Relay XMT Password setting • Relay XMT Report = Off setting*1	• Relay XMT Password setting
Send & Receive Network • Shared Network Connection • Email Server and RX Email Account Required	• IP Address settings • Relay XMT Password setting • Relay XMT Report = Always setting*2 • I-Fax setting • Fax Forward setting	• For the Server PC - Email Address settings - Relay XMT Password setting - Server setting - POP Receive setting - For the Client PC - Search Shared Server setting

Note:
*1: The result of the Simple Send Only System transmission with Group 2 Device models (refer to the list of compatible models in the previous section), the Send Log and TX Confirmation Notice confirms the transfer to the device only. The only way to confirm whether it reached the final destination is with a transaction journal of the device. (Pages sent column is 0)

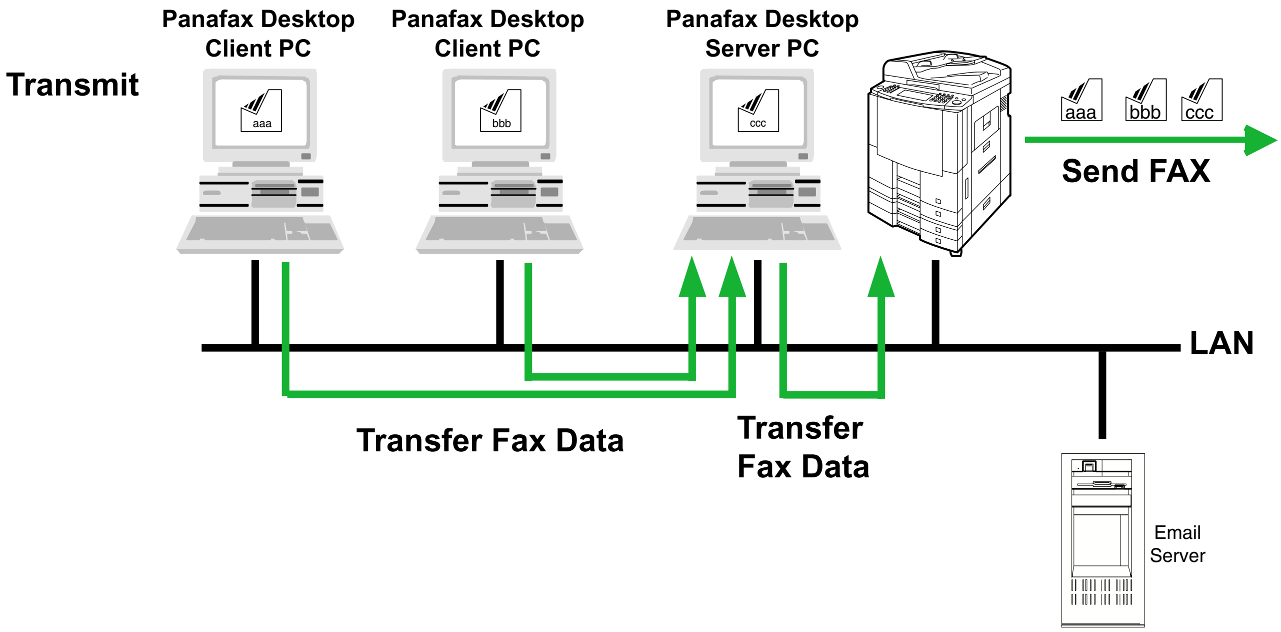
*2: The result of the Simple Send Only System and Send and Receive System transmission with Group 1 Device models and all other compatible models, is reflected in the Send Log and TX Confirmation Notice. (Actual Pages Sent)

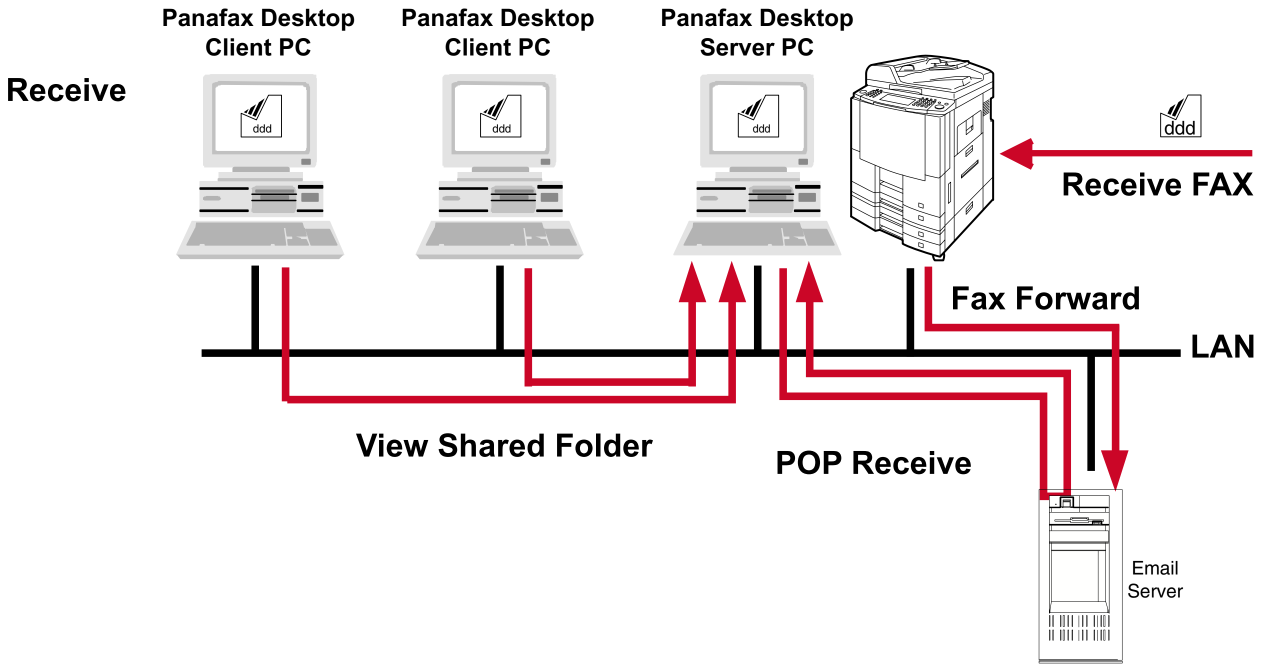
Simple Send Only System Connection Diagram



Connection Configurations (For the Network Connected Models)

Send & Receive Shared Network System Connection Diagram


Transmit
Panafax Desktop Client PC
Panafax Desktop Client PC
Panafax Desktop Server PC
aaa
bbb
ccc
aaa
bbb
ccc
Send FAX
LAN
Transfer Fax Data
Transfer Fax Data
Email Server


Receive
Panafax Desktop Client PC
Panafax Desktop Client PC
Panafax Desktop Server PC
ddd
ddd
ddd
ddd
Receive FAX
Fax Forward
LAN
View Shared Folder
POP Receive
Email Server

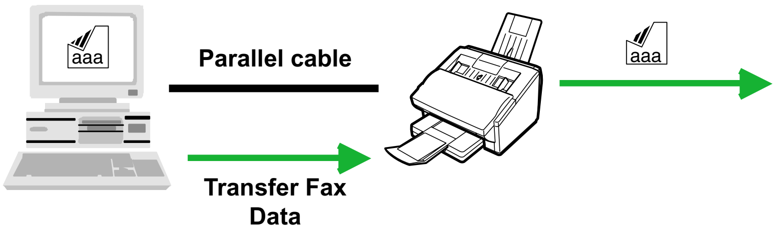
Connection Configurations (For the Local Connected Models)

For the Local Connected Models
There are two types of Panafax Desktop configurations, the Standalone System and the Network Shared System.

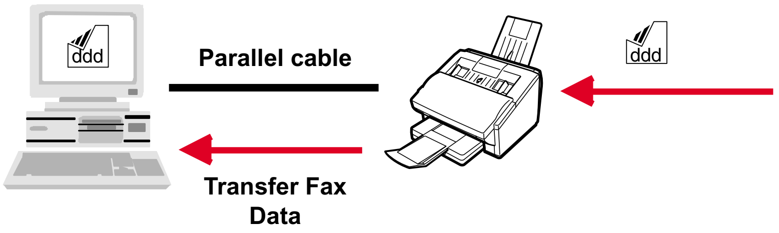
	Device setting	PC Fax Setting
Standalone System - Standalone Connection	- PC-FAX RCV MODE = Print / Upload & Print / Upload	- None
Network Shared System - Shared Network Connection	- PC-FAX RCV MODE = Print / Upload & Print / Upload	For the Server PC - Server Setting For the Client PC - Search Shared Server setting

Standalone System

Send

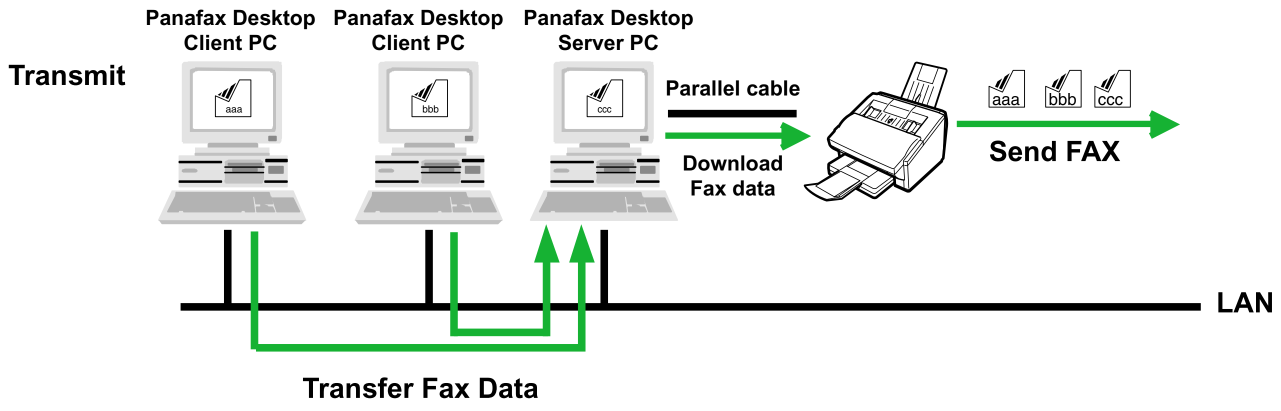

aaa
Parallel cable
aaa
Transfer Fax Data

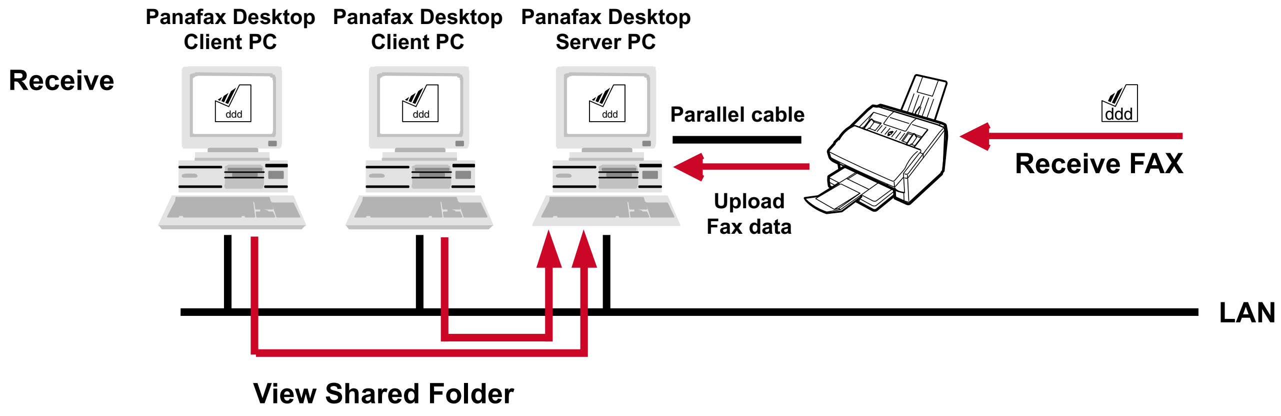
Receive


ddd
Parallel cable
ddd
Transfer Fax Data

Connection Configurations (For the Local Connected Models)

Network Shared System


Transmit
Panafax Desktop Client PC
Panafax Desktop Client PC
Panafax Desktop Server PC
aaa
bbb
ccc
Parallel cable
Download Fax data
aaa
bbb
ccc
Send FAX
LAN
Transfer Fax Data


Receive
Panafax Desktop Client PC
Panafax Desktop Client PC
Panafax Desktop Server PC
ddd
ddd
ddd
Parallel cable
Upload Fax data
ddd
Receive FAX
LAN
View Shared Folder

Installation and Setup (For the Network Connected Models)

For the Network Connected Models
Panafax Desktop uses the fax modem in the Panasonic/Panafax models connected on your network (LAN) for fax communication.
Before using the **Panafax Desktop**, it is necessary to activate the Fax Modem and to setup certain parameters. Follow the steps below to setup the **Panafax Desktop**.

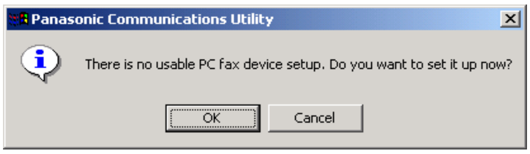
Installation

1	Confirm the following device settings. **Send Only System** settings: Connection to the network Set Internet parameters: - IP Address - Subnet Mask - Default Gateway IP Address Set Fax Parameters: - Set the **Relay XMT Report** = off (Fax Parameter No. 143) **Send & Receive System** settings: Connection to the network Set Internet parameters: - IP Address - Subnet Mask - Default Gateway IP Address - Email Address - Email Server Name/IP Address Set Fax Parameters: - Set the **Relay XMT Report** = Always (Fax Parameter No. 143) - Set the **Fax Forward** to Receive Email Account (Fax Parameter No. 054)
2	Install the Document Management System. Refer to the Installation section of this Operating Instruction. **Note:** For the DP-1810F/DP-1810F (Network PC Fax) DP-2000/2310/2500/3000/3010/4510/6010, the Panafax Desktop does not install automatically with the **TYPICAL** installation. Select **CUSTOM** installation and check the Panafax Desktop to be installed. There is both a Parallel connection and Network connection Panafax Desktop for the DP-1810F. The model name of DP-1810F (Network PC Fax) is selected when using the **Network** version of Panafax Desktop and DP-1810F is selected when using the Local **(Parallel)** version of Panafax Desktop.

Installation and Setup (For the Network Connected Models)

Basic Setup (Send Only System /Send & Receive System)

1


Panasonic Communications Utility
OK
Cancel

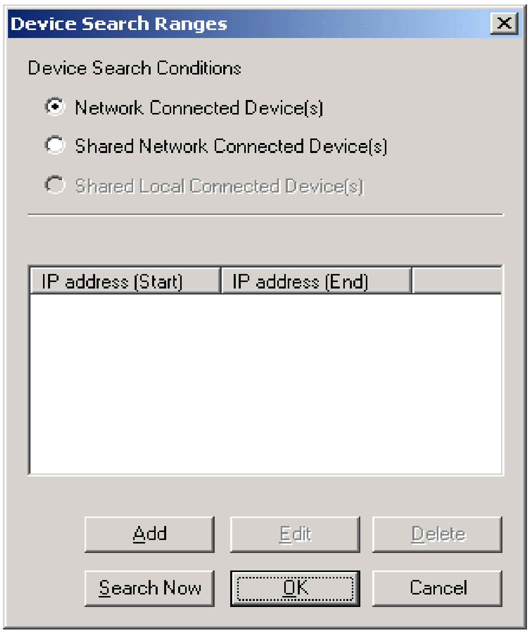
There is no usable PC fax device setup. Do you want to set it up now?

Double-click the Panafax Desktop icon on the Windows Desktop.

The **Panasonic Communications Utility** appears.

Click the OK button.

2

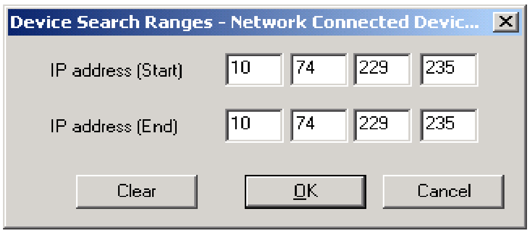

Device Search Ranges
Device Search Conditions
IP address (Start)
IP address (End)
Add
Edit
Delete
Search Now
OK
Cancel

● Network Connected Device(s)
○ Shared Network Connected Device(s)
○ Shared Local Connected Device(s)

Device Search Ranges appears.

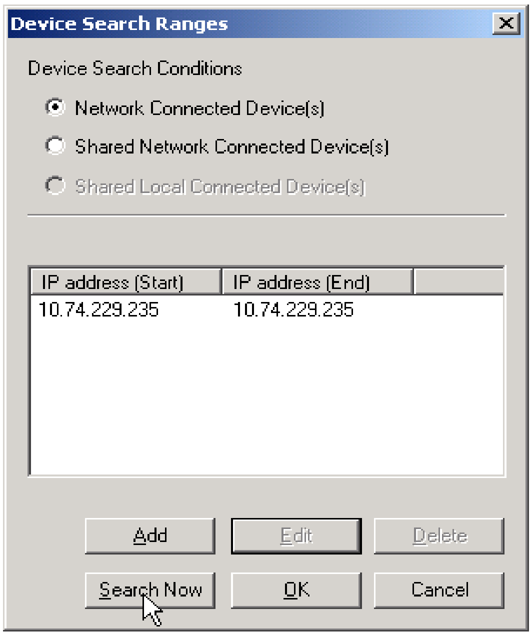
Click the Search Now button to start searching for the Network Connected Devices.

Note: 1 *It searches for all the devices within the default Subnet. Refine the search range when there are many devices connected in the Subnet, or you want to connect to devices outside of the Subnet. To change the search range, click* Add *button and specify the range.*


Device Search Ranges - Network Connected Devic...
Clear
OK
Cancel

IP address (Start) 10 74 229 235

IP address (End) 10 74 229 235

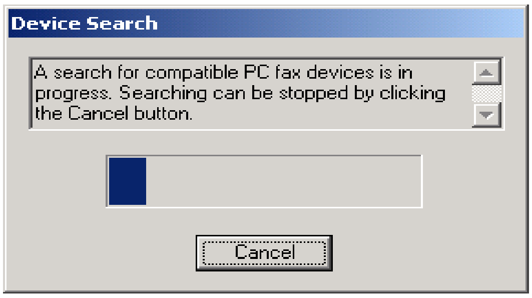

Device Search Ranges
Device Search Conditions
Add
Edit
Delete
Search Now
OK
Cancel

● Network Connected Device(s)
○ Shared Network Connected Device(s)
○ Shared Local Connected Device(s)

IP address (Start)	IP address (End)
10.74.229.235	10.74.229.235

Installation and Setup (For the Network Connected Models)

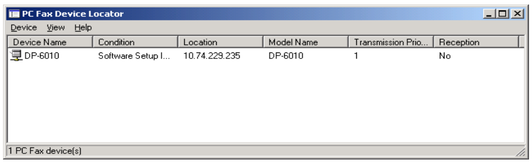
3



A search for compatible PC fax devices is in progress. Searching can be stopped by clicking the Cancel button.

Starts searching for the PC Fax devices on the network.

4



Device Name	Condition	Location	Model Name	Transmission Prio...	Reception
DP-6010	Software Setup I...	10.74.229.235	DP-6010	1	No

1 PC Fax device(s)

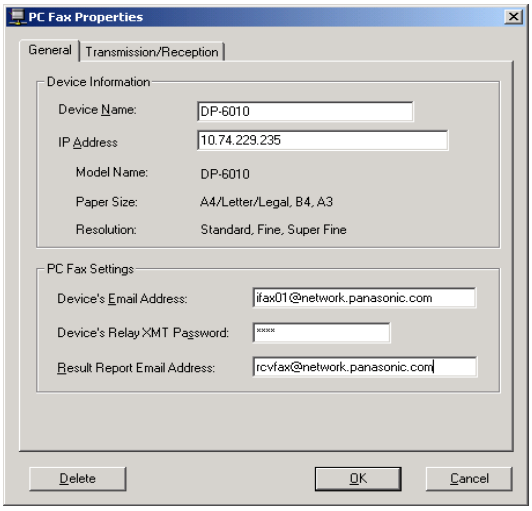
The Network connected PC Fax device(s) are listed in the PC Fax Device Locator.

Select the desired Device and double-click or Click on **Properties** from the **Device** menu.

Continued on the next page...

Installation and Setup (For the Network Connected Models)

5



Device Name: DP-6010
IP Address: 10.74.229.235
Model Name: DP-6010
Paper Size: A4/Letter/Legal, B4, A3
Resolution: Standard, Fine, Super Fine
Device's Email Address: ifax01@network.panasonic.com
Device's Relay XMT Password: ****
Result Report Email Address: rcvfax@network.panasonic.com

The **PC Fax Properties** appears.
<**General**> Tab
Input the PC Fax Settings.

Send Only System:

- Device's Email Address
  This Setting is unnecessary.
- Device's Relay XMT Password
  The Relay XMT Password of the device.
- Result Report Email Address
  This Setting is unnecessary. (See Note 1 and 3)

Send & Receive System:

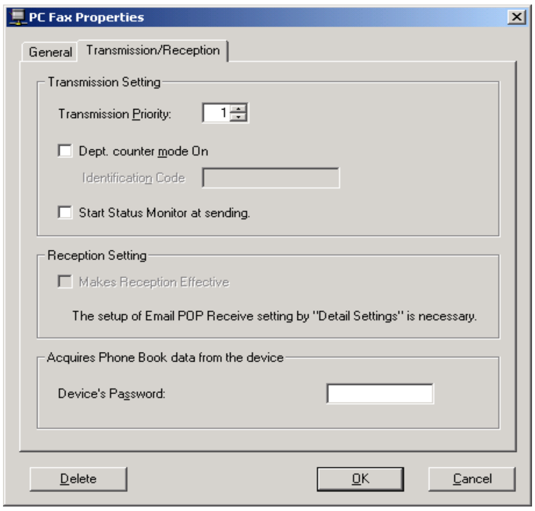
- Device's Email Address
  Set the Email Address of the device. (See Note 2)
- Device's Relay XMT Password
  The Relay XMT Password of the device.
- Result Report Email Address
  Set the POP Email Address for the reception. (See Note 3)

Note:

1. *If you have your own Email Address and your device is set up to Internet Fax , set your Email Address here. You can receive the Result Report from the device. In that case, set the Relay XMT Report = Always (Fax Parameter No. 143).*
2. *Only the Email forwarded to the receiving account from this Email Address will be received. Input it precisely, otherwise it will not receive if the Email address doesn't match.*
3. *When the Relay Domain is set in the User Parameters of the device, it is required to be the within the same domain (The right part of @) of the Email address for the Result Report Email Address. If it doesn't correspond, transmission from the Panafax Desktop is rejected.*

<**Transmission/Reception**> Tab

- Transmission Setting
  - Transmission Priority
    If there are multiple devices available, you can set the transmit priority of the device.
  - Dept counter mode On
    When the Department Code function is being used at the device, check the box and input the Identification Code
  - Start Status Monitor at sending
    Starts Status Monitor automatically at sending.
    The condition of the device can be monitored.
    The Device Group 2 doesn't have this function.
- Reception Setting (Send & Receive System only)
  - Makes Reception Effective
    Check this box if you want to enable reception with this device.
- Acquires Phone Book data from the device
  - Device's Password
    Device's Password to acquire the phone book data from the device, it is required to set the same password as the Password of the device.



Transmission Priority: 1
☐ Dept. counter mode On
Identification Code:
☐ Start Status Monitor at sending.
☐ Makes Reception Effective
The setup of Email POP Receive setting by "Detail Settings" is necessary.
Device's Password:

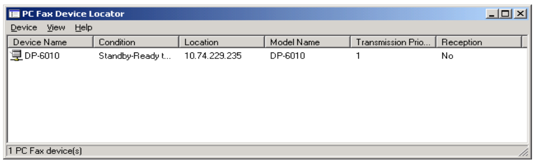
Note:

1. *The DX-600/800 uses the Remote Password. The DP-2310/3010/3510/4510/6010 uses the Key Operator Password.*
2. *The Device Group 2 doesn't have this function.*

Click on OK when you finish inputting the settings.

Installation and Setup (For the Network Connected Models)

6


PC Fax Device Locator
Device
View
Help

Device Name	Condition	Location	Model Name	Transmission Prio...	Reception
DP-6010	Standby-Ready t...	10.74.229.235	DP-6010	1	No

1 PC Fax device(s)

Confirm that the device's Condition is in Standby (It takes a little while) using the PC Fax Device Locator.

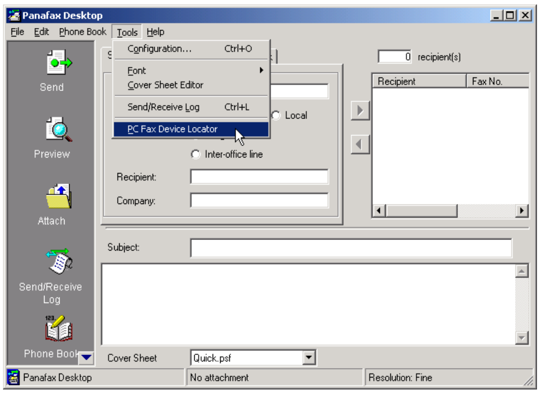
Click x or select **Device | Exit** from the menu to close the PC Fax Device Locator.

For the **Send Only System**, the setup is completed.

For the **Send & Receive System**, continue to the Receive Setup on the next section.

Receive Setup (Send & Receive System only)

1


Panafax Desktop
File
Edit
Phone Book
Tools
Help
Configuration... Ctrl+O
Font
Cover Sheet Editor
Send/Receive Log Ctrl+L
PC Fax Device Locator
Send
Preview
Attach
Send/Receive Log
Phone Book
Local
Inter-office line
Recipient:
Company:
Subject:
recipient(s)
Recipient
Fax No.

0 recipient(s)

Cover Sheet: Quick.psf

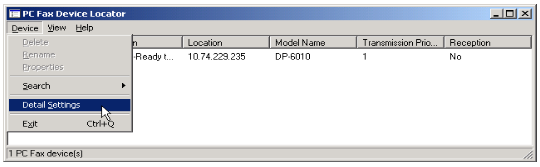
Panafax Desktop | No attachment | Resolution: Fine

Click Panafax Desktop icon on the Windows Desktop.

The **Panafax Desktop** appears.

Select **Tools | PC Fax Device Locator** from the main menu.

2


PC Fax Device Locator
Device
View
Help
Delete
Rename
Properties
Search
Detail Settings
Exit Ctrl+Q

n	Location	Model Name	Transmission Prio...	Reception
-Ready t...	10.74.229.235	DP-6010	1	No

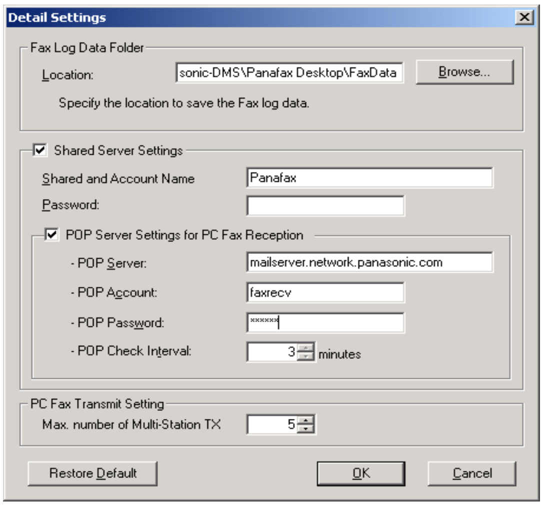
1 PC Fax device(s)

The **PC Fax Device Locator** appears.

Select **Device | Detail Settings** from the menu.

Continued on the next page...

3



Location: sonic-DMS\Panafax Desktop\FaxData

☑ Shared Server Settings

Shared and Account Name: Panafax

Password:

☑ POP Server Settings for PC Fax Reception

- POP Server: mailserver.network.panasonic.com
- POP Account: faxrecv
- POP Password: ******
- POP Check Interval: 3 minutes

Max. number of Multi-Station TX: 5

The **Detail Settings** appears.

- Fax Log Data Folder
  - Location
    Specify the location to save the Fax log data. The default setting is generally acceptable.
- Shared Server Settings
  - The Shared and Account Name
    Set up when Panafax Desktop is used in shared mode.
- POP Server Settings for PC Fax Reception
  This is set up when Panafax Desktop uses the Receive function.
  POP Server settings and the receiving Email Account.
- PC Fax Transmit Setting
  - Max. number of Multi-Station TX
    Setup the maximum number of destinations to transmit to during one transmit request to a device.
    If the number of the destinations exceed this number, it will be divided into more than one transmission. When it is divided into several transmissions, and there are other devices available, it will transmit a request to multiple devices.

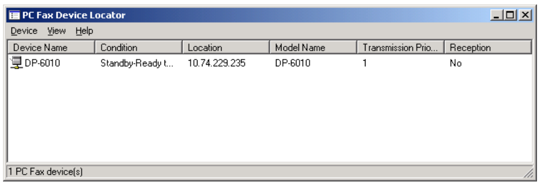
Click on OK when you finish inputting the settings.

Note: 1. *If your PC is running Windows NT/2000/XP and the client PC is running Windows 98/Me, it is necessary to use the Guest Account to use the Fax Server function. If a message comes up "Do you want to use the Guest Account?" click [Yes] to use the Guest Account.*

2. *When the Guest Account is made effective, a security problem may occur.*
   - *It will be possible to access common folders even if there is no account in Windows*
   - *The possibility that a computer virus could enter through this account.*

Please set it after you confer with the Network Administrator.

4

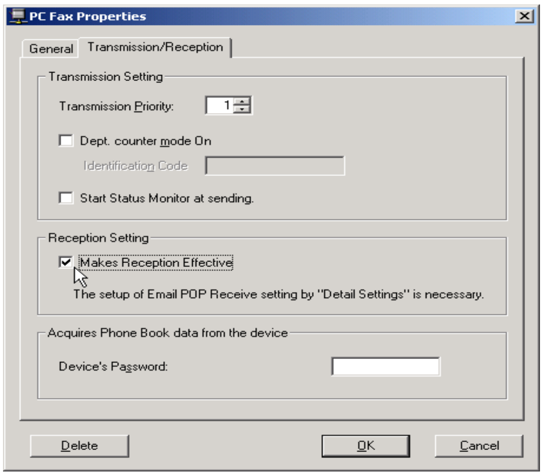


Device Name	Condition	Location	Model Name	Transmission Prio...	Reception
DP-6010	Standby-Ready t...	10.74.229.235	DP-6010	1	No

Select the desired Device and double-click or Click on **Properties** from the **Device** menu.

Installation and Setup (For the Network Connected Models)

5



PC Fax Properties

General | Transmission/Reception

Transmission Setting

Transmission Priority: 1

☐ Dept. counter mode On

Identification Code

☐ Start Status Monitor at sending.

Reception Setting

☑ Makes Reception Effective

The setup of Email POP Receive setting by "Detail Settings" is necessary.

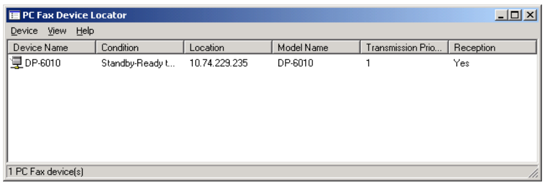
Acquires Phone Book data from the device

Device's Password:

The **PC Fax Properties** appears.
Click **Transmission/Reception** tab and check the "Makes Reception Effective" box.

Click OK .

6



PC Fax Device Locator

Device Name	Condition	Location	Model Name	Transmission Prio...	Reception
DP-6010	Standby-Ready t...	10.74.229.235	DP-6010	1	Yes

1 PC Fax device(s)

Confirm that the Reception status displays "**Yes**". It takes a moment.

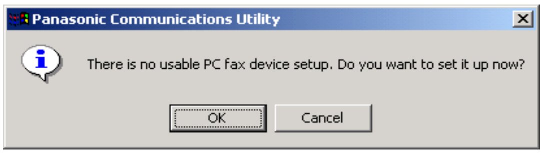
Click x or select **Device | Exit** from the menu to close the PC Fax Device Locator.

The **Send & Receive System** setup is completed.

Installation and Setup (For the Network Connected Models)

Client Setup (Send & Receive System)

1


Panasonic Communications Utility
OK
Cancel

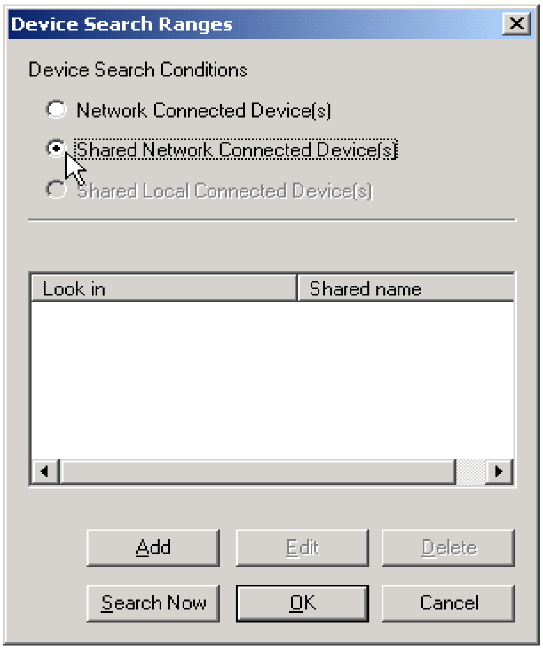
There is no usable PC fax device setup. Do you want to set it up now?

Click Panafax Desktop icon on the Windows Desktop.

The **Panasonic Communications Utility** appears.

Click the OK button.

2

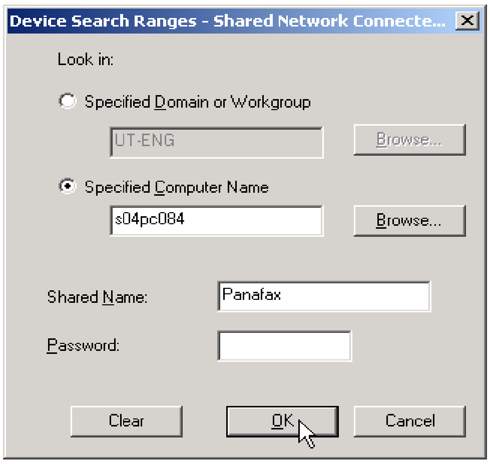

Device Search Ranges
Look in
Shared name
Add
Edit
Delete
Search Now
OK
Cancel

Device Search Conditions
○ Network Connected Device(s)
● Shared Network Connected Device(s)
○ Shared Local Connected Device(s)

Device Search Ranges appears.
Click on the [**Shared Network Connected Device(s)**] radio button.

Click the Search Now to start searching the shared Server.

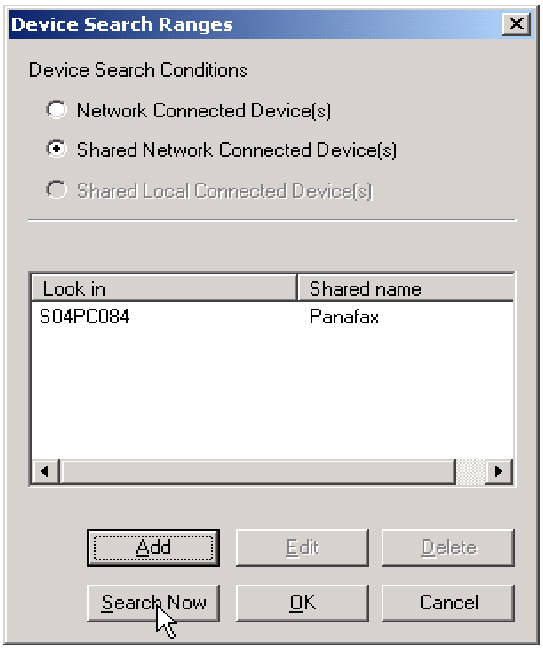
Note: *Searching sometimes may take a long time when there are many PCs connected to your network. In this case, we recommend to click [Add] button and specify the Domain or Workgroup, or specify the Computer Name directory to reduce the searching time.*


Device Search Ranges - Shared Network Connecte...
Browse...
Browse...
Clear
OK
Cancel

Look in:
○ Specified Domain or Workgroup
UT-ENG
● Specified Computer Name
s04pc084
Shared Name: Panafax
Password:

Look in

- Specified Domain or Workgroup
  Input device's Domain or Workgroup.
- Specified Computer Name
  Input the Server Computer Name.
- Shared Name
  Input the Server Shared Name if you changed from the default setting.
- Password
  Input the Server Password if you changed from the default setting.

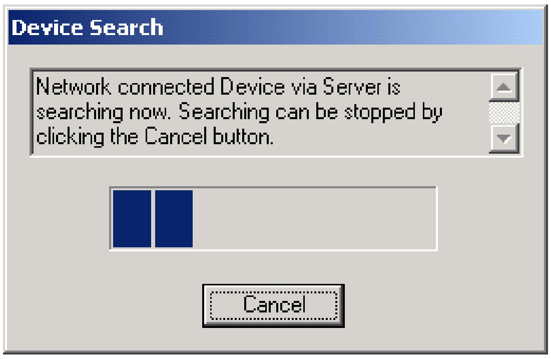

Device Search Ranges
Add
Edit
Delete
Search Now
OK
Cancel

Device Search Conditions
○ Network Connected Device(s)
● Shared Network Connected Device(s)
○ Shared Local Connected Device(s)

Look in	Shared name
S04PC084	Panafax

Installation and Setup (For the Network Connected Models)

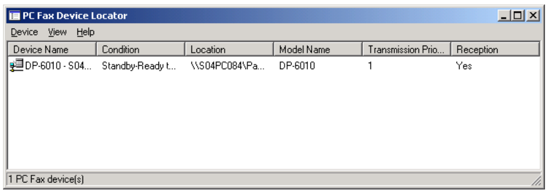
3


Device Search
Cancel

Network connected Device via Server is searching now. Searching can be stopped by clicking the Cancel button.

Start searching the Server for Network connected Devices.

4

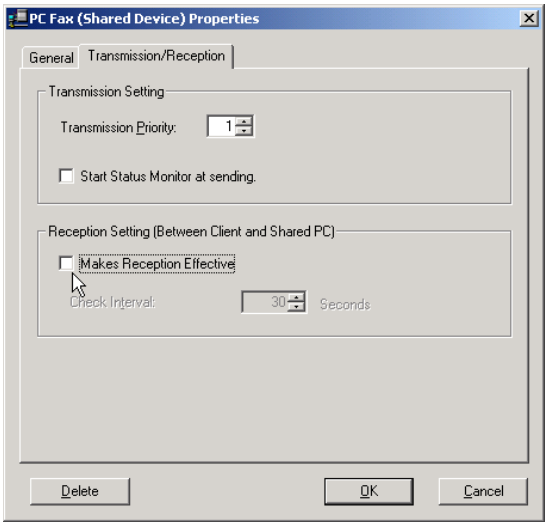

PC Fax Device Locator
Device View Help

Device Name	Condition	Location	Model Name	Transmission Prio...	Reception
DP-6010 - S04...	Standby-Ready t...	\\S04PC084\Pa...	DP-6010	1	Yes

1 PC Fax device(s)

The Network connected device via Server is listed in the PC Fax Device Locator.

Click x or select **Device | Exit** from the menu to close the PC Fax Device Locator.


PC Fax (Shared Device) Properties
General
Transmission/Reception
Delete
OK
Cancel

Transmission Setting

Transmission Priority: 1

☐ Start Status Monitor at sending.

Reception Setting (Between Client and Shared PC)

☐ Makes Reception Effective

Check Interval: 30 Seconds

The PC Fax (Shared Device) Properties appears. Click **Transmission/Reception** tab and checkout a box of "Makes Reception Effective".

Click OK .

Note: *The reception function is shown as "Yes" if the shared device's reception function is effective. If you do not wish to receive faxes, select the Device and double-click or Click Device | Properties from the menu. The PC Fax (**Shared Device**) **Properties** appears. Click **Transmission/Reception** tab and checkout the box for "Makes Reception Effective". Click* OK

Installation and Setup (For the Local Connected Models)

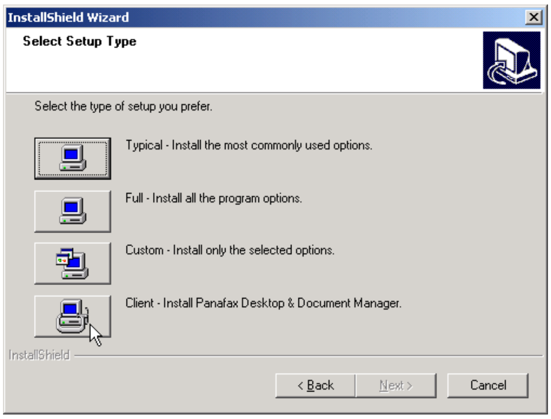
For the Local Connected Models
Panafax Desktop uses the fax modem in the Panasonic/Panafax models connected with your computer by parallel cable.
Before using the Panafax Desktop, it is necessary to activate the Fax Modem and to setup certain parameters. Follow the steps below to setup the Panafax Desktop.
Installation

1 Confirm the following settings of the device.
If you wish to receive change the following parameter as “Upload & Print” or “Upload”.
PC-FAX RCV MODE = Print / Upload & Print / Upload
(Fax parameter No. 063)

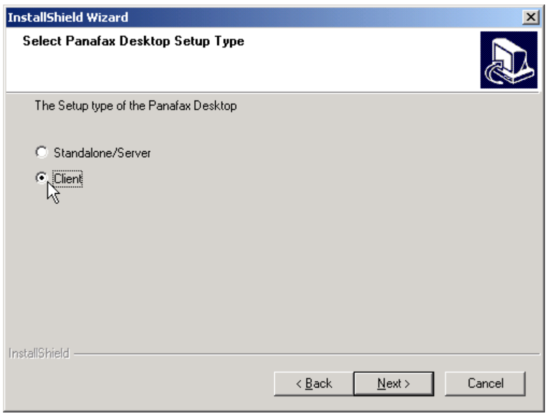
2 Install the Document Management System.Refer to the Installation section of these Operating Instructions.

Note:

1. For the DP-1810F/DP-1810F (Network PC Fax) DP-2000/2310/2500/3000/3010/4510/6010, the Panafax Desktop does not install automatically with the ***TYPICAL*** installation. Select ***CUSTOM*** installation and check the Panafax Desktop to be installed.
   There is both a Parallel connection and Network connection Panafax Desktop for the DP-1810F. The model name of DP-1810F (Network PC Fax) is selected when using the **Network** version of Panafax Desktop and DP-1810F is selected when using the Local **(Parallel)** version of Panafax Desktop.
2. For the Network Shared System, select Client on the Select Setup Type screen during the installation.


Select Setup Type
Select the type of setup you prefer.
Typical - Install the most commonly used options.
Full - Install all the program options.
Custom - Install only the selected options.
Client - Install Panafax Desktop & Document Manager.

or


Select Panafax Desktop Setup Type
The Setup type of the Panafax Desktop
○ Standalone/Server
● Client

Installation and Setup (For the Local Connected Models)

Setup for Standalone System

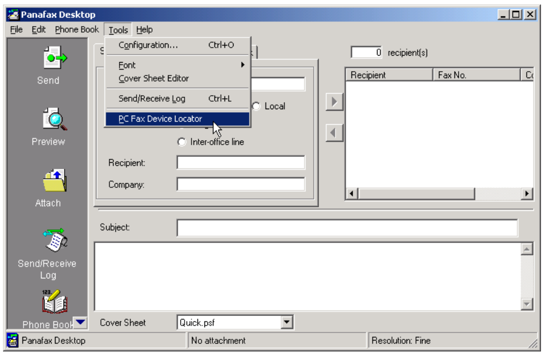
Special settings are unnecessary. It will be ready to send and receive fax massages if the device and PC are connected with the parallel cable and Panafax Desktop is started.
Note: Confirm that the device is not in the Energy Server Mode or Sleep Mode when you start Panafax Desktop.

Setup for Network Shared System

Server PC

Server Setup (Network Shared System)

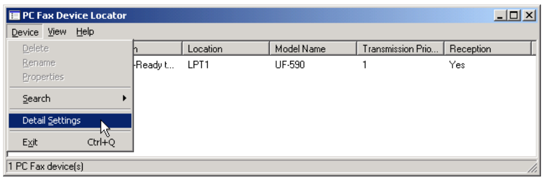
1


Panafax Desktop
File
Edit
Phone Book
Tools
Help
Configuration...   Ctrl+O
Font
Cover Sheet Editor
Send/Receive Log   Ctrl+L
PC Fax Device Locator
0 recipient(s)
Recipient
Fax No.
Local
Inter-office line
Recipient:
Company:
Subject:
Send
Preview
Attach
Send/Receive Log
Phone Book
Cover Sheet
Quick.psf
Panafax Desktop
No attachment
Resolution: Fine

Click Panafax Desktop icon on the Windows Desktop.

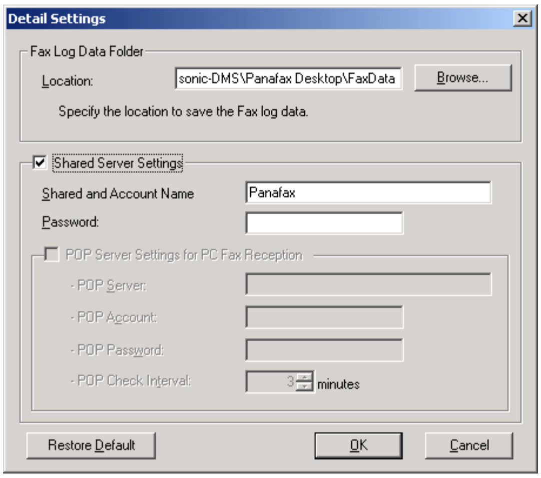
The **Panafax Desktop window** appears.
Select **Tools | PC Fax Device Locator** from the main menu.

2


PC Fax Device Locator
Device
View
Help
Delete
Rename
Properties
Search
Detail Settings
Exit   Ctrl+Q
Location
Model Name
Transmission Prio...
Reception
Ready t...
LPT1
UF-590
1
Yes
1 PC Fax device(s)

The **PC Fax Device Locator** appears.
Select **Device | Detail Settings from** the menu.

3


Detail Settings

Fax Log Data Folder

Location: sonic-DMS\Panafax Desktop\FaxData

Specify the location to save the Fax log data.

☑ Shared Server Settings

Shared and Account Name: Panafax

Password:

☐ POP Server Settings for PC Fax Reception

- POP Server:
- POP Account:
- POP Password:
- POP Check Interval: 3 minutes

Browse...
Restore Default
OK
Cancel

The **Detail Settings window** appears.
Check the box for the “Shared Server Setting”.

Click on OK when you finish the settings.

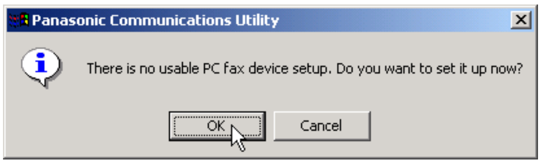
- Fax Log Data Folder
  Location
  Specify the location to save the Fax log data.
  The default setting is usually all right.
- Shared Folder Settings
  This is set up when Panafax Desktop is to be shared.

Installation and Setup (For the Local Connected Models)

Client PC

Client Setup (Network Shared System)

1


Panasonic Communications Utility
OK
Cancel

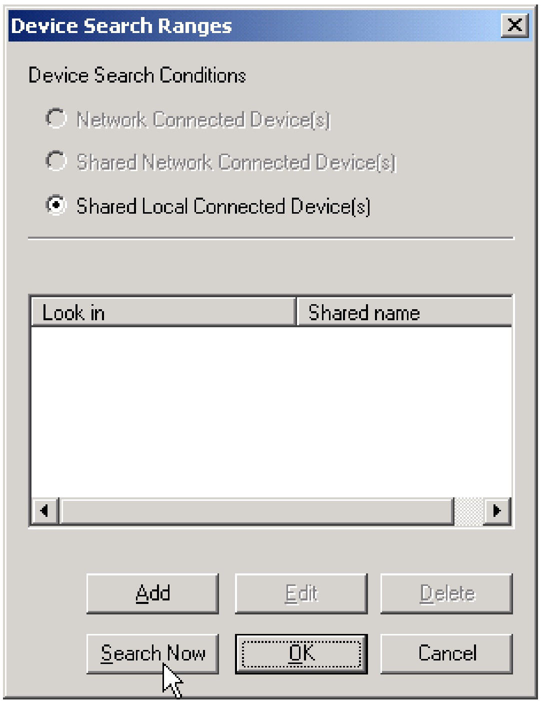
There is no usable PC fax device setup. Do you want to set it up now?

Double-click the Panafax Desktop icon on the Windows Desktop.

The **Panasonic Communications Utility** window appears.

Click the OK button.

2

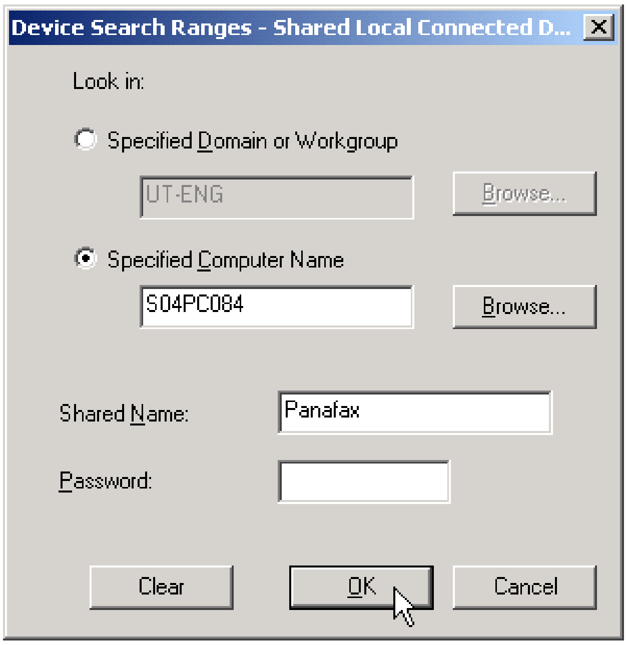

Device Search Ranges
Device Search Conditions
○ Network Connected Device(s)
○ Shared Network Connected Device(s)
Look in
Shared name
Add
Edit
Delete
Search Now
OK
Cancel

● Shared Local Connected Device(s)

Device Search Ranges appears.

Click the Search Now to start searching the shared Server.

Note: *1. Note:Searching sometimes may take a long time when there are many PCs connected to your network. In this case, we recommend you to click* Add *button and specify the Domain or Workgroup, or specify the Computer Name directory to reduce the searching time.*

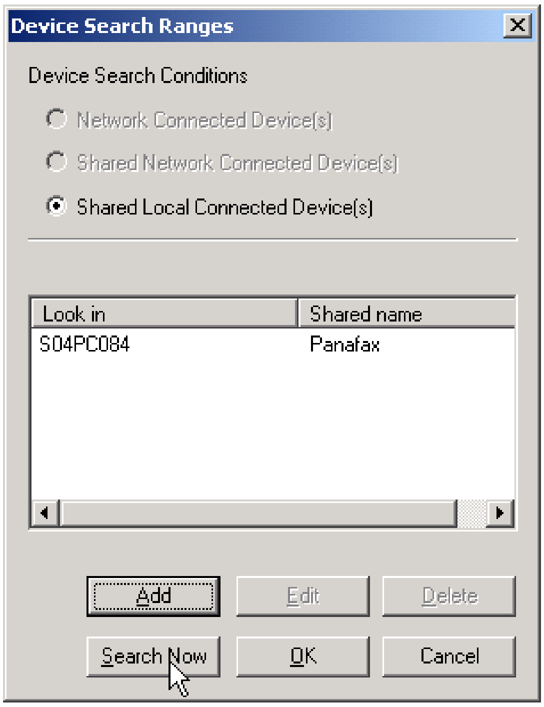

Device Search Ranges - Shared Local Connected D...
Look in:
○ Specified Domain or Workgroup
UT-ENG
Browse...
Browse...
Shared Name:
Password:
Clear
OK
Cancel

● Specified Computer Name

S04PC084

Shared Name: Panafax

- Look in
  - Specified Domain or Workgroup
    Input the device's Domain or Workgroup.
  - Specified Computer Name
    Input the Server Computer Name.
  - Shared Name
    Input the Server Shared Name if you changed from the default setting.
- Password
  Input the Server Password if it was changed from the default setting.

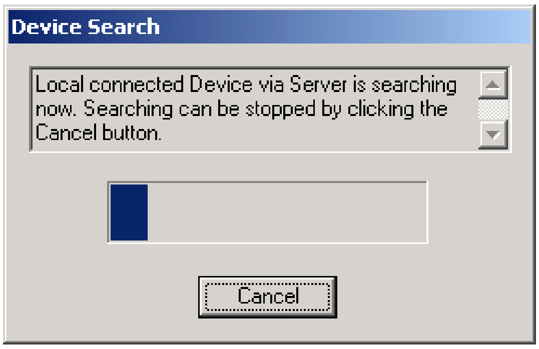

Device Search Ranges
Device Search Conditions
○ Network Connected Device(s)
○ Shared Network Connected Device(s)
Add
Edit
Delete
Search Now
OK
Cancel

● Shared Local Connected Device(s)

Look in	Shared name
S04PC084	Panafax

Installation and Setup (For the Local Connected Models)

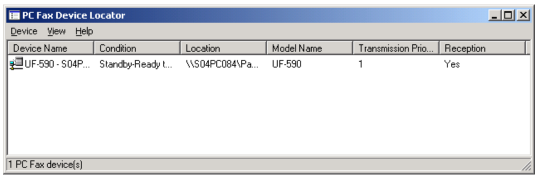
3


Device Search
Cancel

Local connected Device via Server is searching now. Searching can be stopped by clicking the Cancel button.

Start searching the Server for Local connected Devices.

4


PC Fax Device Locator
Device
View
Help

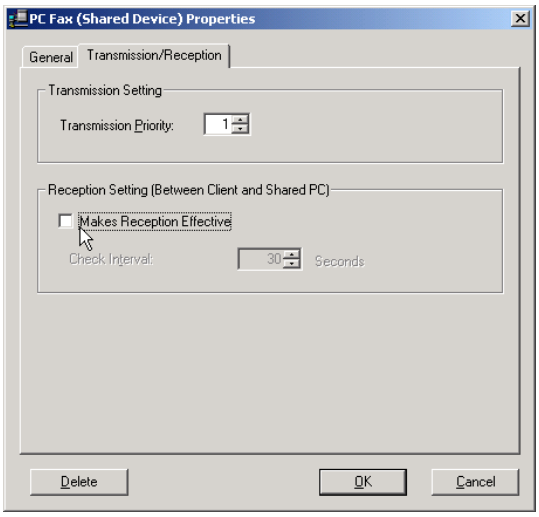
Device Name	Condition	Location	Model Name	Transmission Prio...	Reception
UF-590 - S04P...	Standby-Ready t...	\\S04PC084\Pa...	UF-590	1	Yes

1 PC Fax device(s)

The Local connected devices via Server is listed in the PC Fax Device Locator.

Click x or select **Device | Exit** from the menu to close the **PC Fax Device Locator**.

5


PC Fax (Shared Device) Properties
General
Transmission/Reception
Delete
OK
Cancel

Transmission Setting

Transmission Priority: 1

Reception Setting (Between Client and Shared PC)

☐ Makes Reception Effective

Check Interval: 30 Seconds

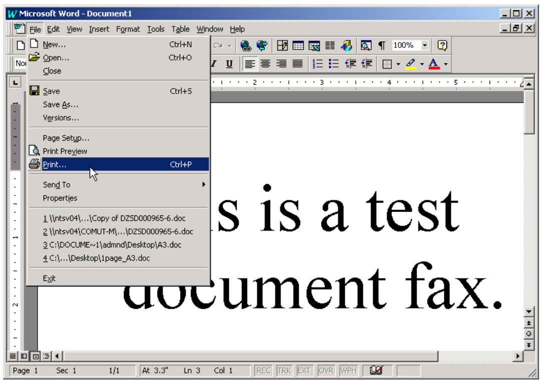
Note: *The reception function is shown as "Yes" if the shared device's reception function is effective. If you do not wish to receive faxes, select the Device and double-click or Click* ***Device | Properties*** *from the menu. The* ***PC Fax (Shared Device)*** *Properties appears. Click* ***Transmission/ Reception*** *tab and checkout a box of "Makes Reception Effective". Click* OK.

Sending Document

Sending a Document via Windows Application

You can send a fax directly from any Windows Application by simply printing to the Panafax Desktop Driver. For example, compose a document from your word processor application. When you are finished and ready to fax it to a remote location, simply follow the procedure below.

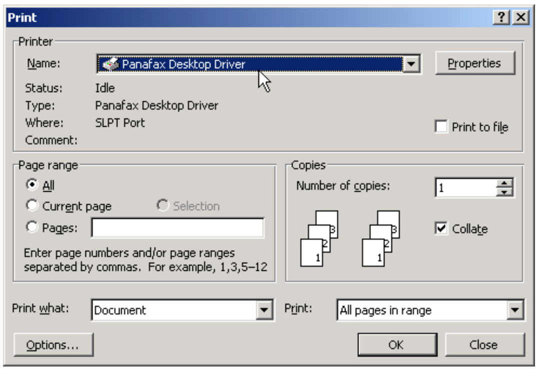
1


Microsoft Word - Document1
File Edit View Insert Format Tools Table Window Help
New... Ctrl+N
Open... Ctrl+O
Close
Save Ctrl+S
Save As...
Versions...
Page Setup...
Print Preview
Print... Ctrl+P
Send To
Properties
1 \\ntsv04\...\Copy of DZSD000965-6.doc
2 \\ntsv04\COMUT-M\...\DZSD000965-6.doc
3 C:\DOCUME~1\admnd\Desktop\A3.doc
4 C:\...\Desktop\1page_A3.doc
Exit
Page 1 Sec 1 1/1 At 3.3" Ln 3 Col 1 REC TRK EXT OVR WPH

s is a test document fax.

From the current Application select **Print** from the **File** menu.

2


Print
Properties
Print to file
Options...
OK
Close

Printer
Name: Panafax Desktop Driver
Status: Idle
Type: Panafax Desktop Driver
Where: SLPT Port
Comment:
☐ Print to file

Page range
● All
○ Current page ○ Selection
○ Pages:
Enter page numbers and/or page ranges separated by commas. For example, 1,3,5–12

Copies
Number of copies: 1
☑ Collate

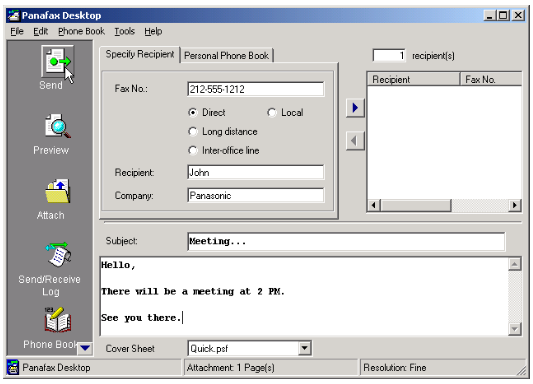
Print what: Document
Print: All pages in range

The **Print** dialog box appears.

Select **Panafax Desktop Driver** from the Printer Name menu.

Click the OK button to convert the document into a Fax image.

3


Panafax Desktop
File Edit Phone Book Tools Help
Send
Preview
Attach
Send/Receive Log
Phone Book
Specify Recipient
Personal Phone Book
recipient(s)
Recipient
Fax No.

Fax No.: 212-555-1212
● Direct ○ Local
○ Long distance
○ Inter-office line
Recipient: John
Company: Panasonic
1 recipient(s)
Subject: Meeting...

```
Hello,

There will be a meeting at 2 PM.

See you there.
```

Cover Sheet: Quick.psf
Panafax Desktop | Attachment: 1 Page(s) | Resolution: Fine

Enter the recipient's Fax No., Name and Company or select your Personal Phone Book.

Click the ▶ button to enter the recipient to the recipient list.

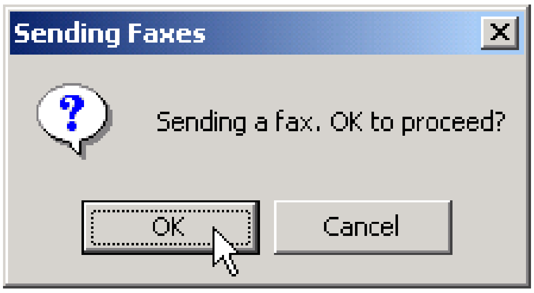
Enter/select another recipient if you desire.

Type the Subject in the Subject field and a brief message to be included in the Cover Sheet.

Click on the Send button when ready to send the fax.

Note: *To input a pause, use the comma (,).*

4


Sending Faxes
OK
Cancel

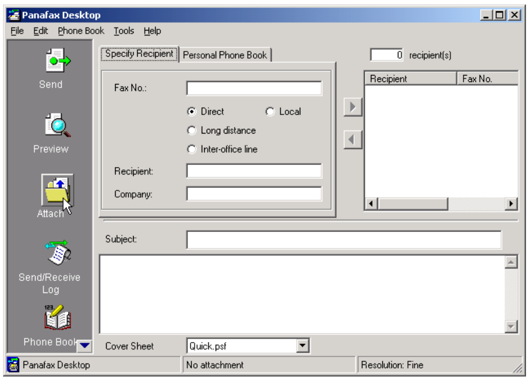
Sending a fax. OK to proceed?

Click on the OK button to start the transmission.

Sending Document

Sending a Document via the Panafax Desktop

You can send a fax directly from a file made in any Windows Application by simply attaching the file via the Panafax Desktop.
For example, compose a document from your word processor application. When you are finished and ready to fax it to a remote location, simply follow the procedure below.

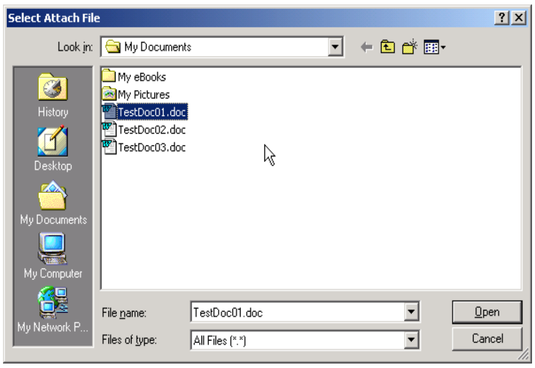
1 
Panafax Desktop
File Edit Phone Book Tools Help
Send
Preview
Attach
Send/Receive Log
Phone Book
Specify Recipient
Personal Phone Book
Fax No.:
Direct
Local
Long distance
Inter-office line
Recipient:
Company:
Recipient
Fax No.
Subject:
Cover Sheet

0 recipient(s)
● Direct ○ Local ○ Long distance ○ Inter-office line
Cover Sheet: Quick.psf
Panafax Desktop | No attachment | Resolution: Fine

Click Panafax Desktop icon on the Windows Desktop.

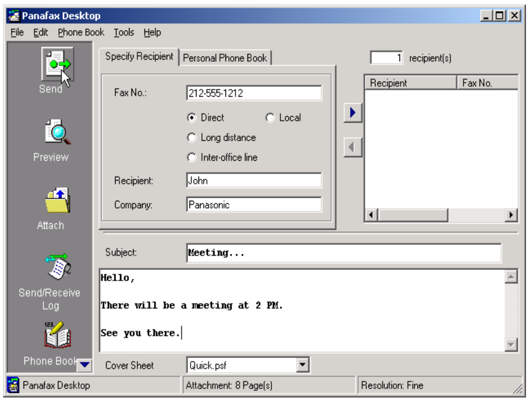
The **Panafax Desktop** window appears.

Click on the Attach button to select a file for the transmission.

2 
Select Attach File
History
Desktop
My Documents
My Computer
My Network P...
Open
Cancel

Look in: My Documents
My eBooks
My Pictures
TestDoc01.doc
TestDoc02.doc
TestDoc03.doc
File name: TestDoc01.doc
Files of type: All Files (*.*)

Select the file and click the Open button to convert the document into a Fax image.

3 
Panafax Desktop
File Edit Phone Book Tools Help
Send
Preview
Attach
Send/Receive Log
Phone Book
Specify Recipient
Personal Phone Book
Recipient
Fax No.

1 recipient(s)
Fax No.: 212-555-1212
● Direct ○ Local ○ Long distance ○ Inter-office line
Recipient: John
Company: Panasonic
Subject: Meeting...

```
Hello,

There will be a meeting at 2 PM.

See you there.
```

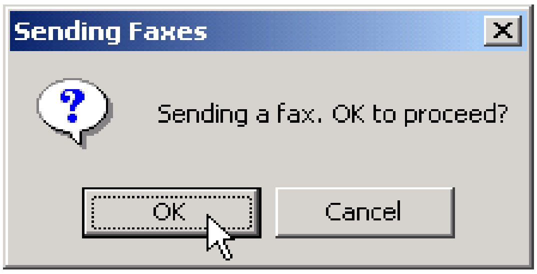
Cover Sheet: Quick.psf
Panafax Desktop | Attachment: 8 Page(s) | Resolution: Fine

From the Panafax Desktop window, enter the recipient's Fax No. , Name and Company or select from your Personal Phone Book.

Click the ▶ button to enter the recipient to the recipient list.
Enter/select another recipient if you desire.
Type the Subject in the Subject field and a brief message to be included in the Cover Sheet.

Click on the Send button when ready to send the fax.

Note: *To input a pause, use the comma (,).*

4 
Sending Faxes
OK
Cancel

Sending a fax. OK to proceed?

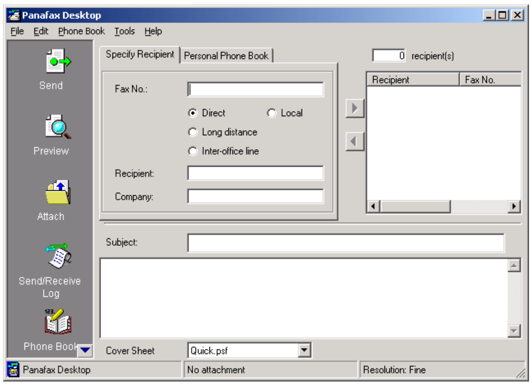
Click on the OK button to start the transmission.

Sending Document

Sending a fax memo by Panafax Desktop

You can send a fax memo directly from the Panafax Desktop. This memo can be sent quickly and easily.

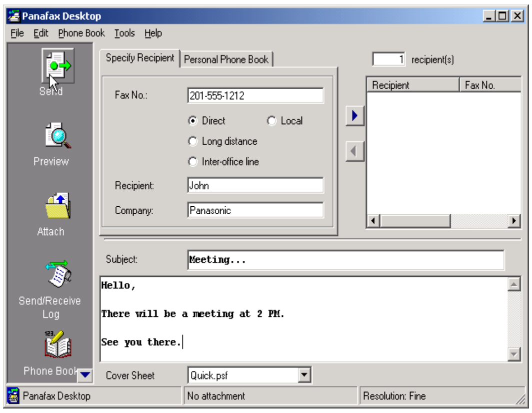
1


Panafax Desktop
File Edit Phone Book Tools Help
Send
Preview
Attach
Send/Receive Log
Phone Book
Specify Recipient
Personal Phone Book
0 recipient(s)
Recipient
Fax No.
Fax No.:
○ Direct
○ Local
○ Long distance
○ Inter-office line
Recipient:
Company:
Subject:
Cover Sheet
Quick.psf
Panafax Desktop
No attachment
Resolution: Fine

Click Panafax Desktop icon on the Windows Desktop.

The **Panafax Desktop** window appears.

2


Panafax Desktop
File Edit Phone Book Tools Help
Send
Preview
Attach
Send/Receive Log
Phone Book
Specify Recipient
Personal Phone Book
1 recipient(s)
Recipient
Fax No.
Fax No.:
● Direct
○ Local
○ Long distance
○ Inter-office line
Recipient:
Company:
Subject:
Cover Sheet
Panafax Desktop
No attachment
Resolution: Fine

Fax No.: 201-555-1212

Recipient: John

Company: Panasonic

Subject: Meeting...

Hello,

There will be a meeting at 2 PM.

See you there.

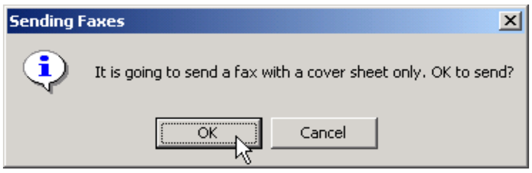
Cover Sheet: Quick.psf

From the Panafax Desktop window, enter the recipient's Fax No. , Name and Company or select from your Personal Phone Book.

Click the ▶ button to enter the recipient to the recipient list.
Enter/select another recipient if you desire.
Type the Subject in the Subject field and a brief message to be included in the Cover Sheet.
If you wish, click Cover Sheet to change the Cover Sheet Type.

Note: *To input a pause, use the comma (,).*

3


Sending Faxes
OK
Cancel

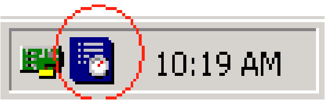
It is going to send a fax with a cover sheet only. OK to send?

Click on the OK button to start the transmission.

Receiving Document

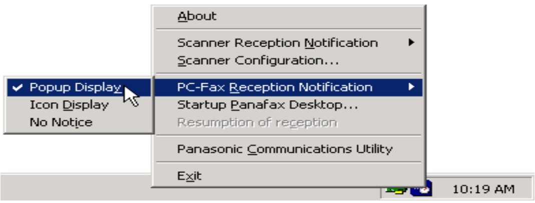
Receive Setting

1



Confirm the Panasonic Communications Utility icon is in the taskbar tray.

2

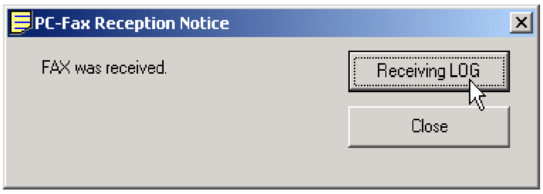

About
Scanner Reception Notification
Scanner Configuration...
PC-Fax Reception Notification
Startup Panafax Desktop...
Resumption of reception
Panasonic Communications Utility
Exit
✓ Popup Display
Icon Display
No Notice
10:19 AM

Right-click the Panasonic Communications Utility Icon to show the menu and select the PC-Fax Reception Notification.

- Popup Display
- Icon Display
- No Notice

When a fax is received on the machine, it will proceed as follows:

1

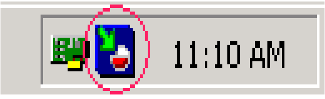

PC-Fax Reception Notice
Receiving LOG
Close

FAX was received.

A receiving notice appears on the connected PC.

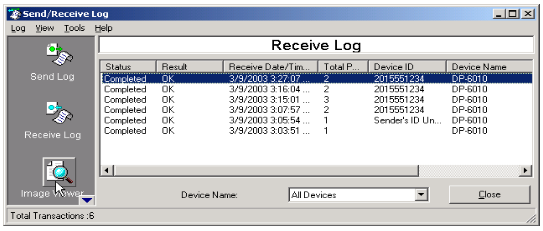
Click the Receiving LOG button.

or



The Panasonic Communications Utility icon is changed.
Double click the icon.

2


Send/Receive Log
Log
View
Tools
Help
Send Log
Receive Log
Image Viewer
Close

Receive Log

Status	Result	Receive Date/Tim...	Total P...	Device ID	Device Name
Completed	OK	3/9/2003 3:27:07 ...	2	2015551234	DP-6010
Completed	OK	3/9/2003 3:16:04 ...	2	2015551234	DP-6010
Completed	OK	3/9/2003 3:15:01 ...	3	2015551234	DP-6010
Completed	OK	3/9/2003 3:07:57 ...	2	2015551234	DP-6010
Completed	OK	3/9/2003 3:05:54 ...	1	Sender's ID Un...	DP-6010
Completed	OK	3/9/2003 3:03:51 ...	1		DP-6010

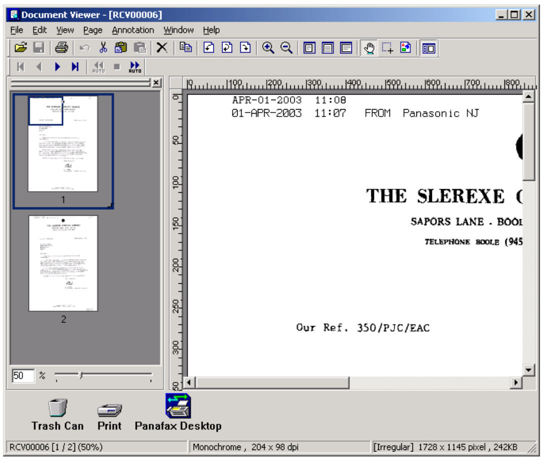
Device Name: All Devices

Total Transactions :6

The Receive Log appears.
Select a transaction from the log then click the

Image Viewer button to view the received fax.

3


Document Viewer - [RCV00006]
File
Edit
View
Page
Annotation
Window
Help
1
2
50 %
Trash Can
Print
Panafax Desktop

APR-01-2003 11:08
01-APR-2003 11:07 FROM Panasonic NJ

THE SLEREXE C
SAPORS LANE . BOOL
TELEPHONE BOOLE (945

Our Ref. 350/PJC/EAC

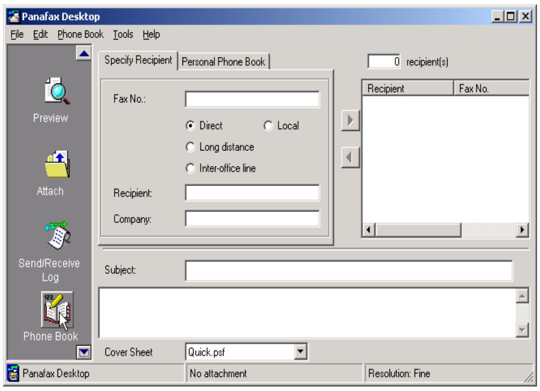
RCV00006 [1 / 2] (50%) | Monochrome , 204 x 98 dpi | [Irregular] 1728 x 1145 pixel , 242KB

The received fax is displayed on the PC.

Registering the Personal Phone Book

To register a recipient to the Personal Phone Book, follow the steps below:

1

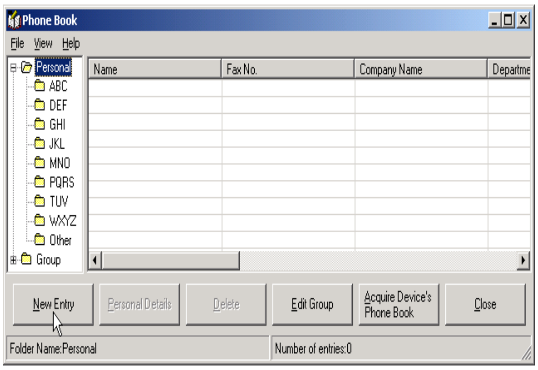

Panafax Desktop
File Edit Phone Book Tools Help
Preview
Attach
Send/Receive Log
Phone Book
Specify Recipient
Personal Phone Book
Fax No.:
Direct
Local
Long distance
Inter-office line
Recipient:
Company:
0 recipient(s)
Recipient
Fax No.
Subject:
Cover Sheet

Cover Sheet: Quick.psf

Panafax Desktop | No attachment | Resolution: Fine

Click on the Phone Book button to open the Phone Book dialog Box.

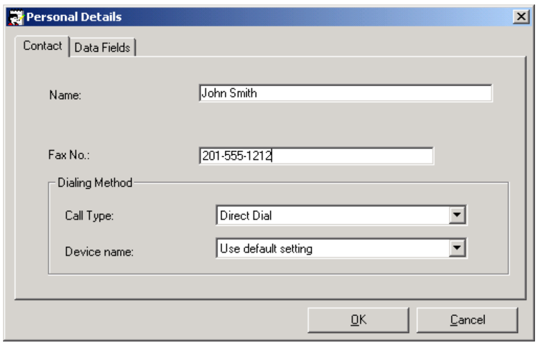
2


Phone Book
File View Help
Personal
ABC
DEF
GHI
JKL
MNO
PQRS
TUV
WXYZ
Other
Group
Name
Fax No.
Company Name
Departme
New Entry
Personal Details
Delete
Edit Group
Acquire Device's Phone Book
Close

Folder Name:Personal | Number of entries:0

Click on the New Entry button.

3


Personal Details
Contact
Data Fields
Dialing Method
OK
Cancel

Name: John Smith

Fax No.: 201-555-1212

Call Type: Direct Dial

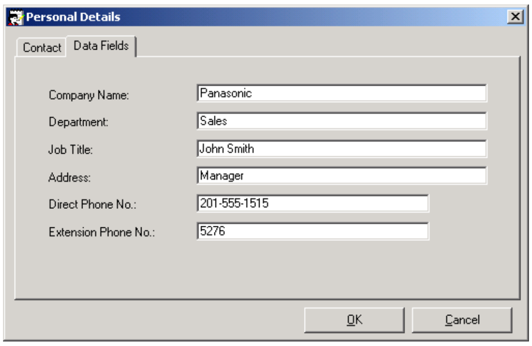
Device name: Use default setting

<Contact> Tab

- Name:
  Enter the recipient's name.
- Fax No.:
  Enter the fax number.
- Call Type:
  Select how the call should be dialed.
  The code set up with Tools/Configuration/Dialing Settings is dialed at the head of the fax number.

Note: *To input a pause, use the comma (,).*

4


Personal Details
Contact
Data Fields
OK
Cancel

Company Name: Panasonic

Department: Sales

Job Title: John Smith

Address: Manager

Direct Phone No.: 201-555-1515

Extension Phone No.: 5276

<Data Fields> Tab

Enter the Company Name, Department, Job Title, Address, Direct Phone No. and the Extension Phone No. of the recipient to be used on the Cover Sheet.

5 Click the OK button to save the entry.

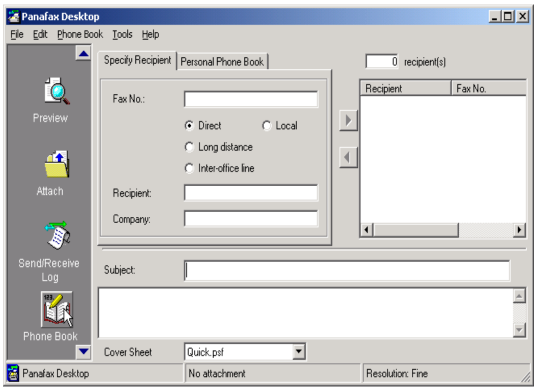
The maximum number entries is 2000.

To add another entry, repeat from the step 2.

Registering the Personal Phone Book

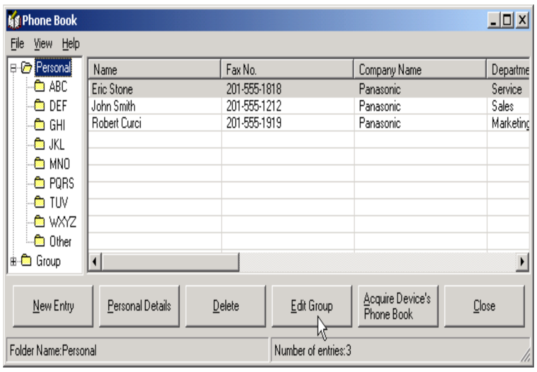
To register a group of recipients, follow the steps below:

1


Panafax Desktop
File Edit Phone Book Tools Help
Preview
Attach
Send/Receive Log
Phone Book
Specify Recipient
Personal Phone Book
0 recipient(s)
Fax No.:
Direct
Local
Long distance
Inter-office line
Recipient:
Company:
Recipient
Fax No.
Subject:
Cover Sheet
Quick.psf
Panafax Desktop
No attachment
Resolution: Fine

Click the Phone Book button.

2


Phone Book
File View Help
Personal
ABC
DEF
GHI
JKL
MNO
PQRS
TUV
WXYZ
Other
Group
New Entry
Personal Details
Delete
Edit Group
Acquire Device's Phone Book
Close

Name	Fax No.	Company Name	Departme
Eric Stone	201-555-1818	Panasonic	Service
John Smith	201-555-1212	Panasonic	Sales
Robert Curci	201-555-1919	Panasonic	Marketing

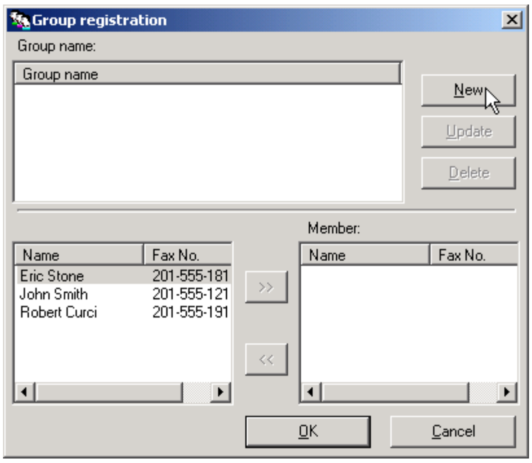
Folder Name:Personal

Number of entries:3

The **Phone Book** dialog box appears.

Click the Edit Group button.

3

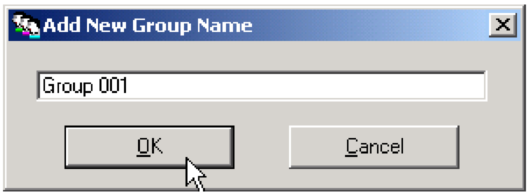

Group registration
Group name:
Group name
New
Update
Delete
Member:
>>
<<
OK
Cancel

Name	Fax No.
Eric Stone	201-555-181
John Smith	201-555-121
Robert Curci	201-555-191

The **Group Registration** dialog box appears.

Click the New button.

4


Add New Group Name
OK
Cancel

Group 001

The **Add New Group Name** dialog box appears.

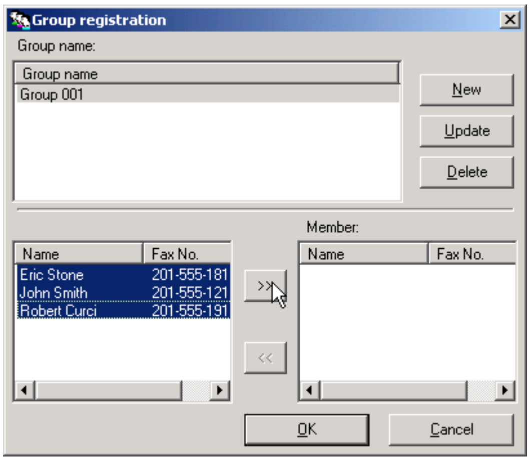
Enter the group name and click OK button.

Continued on the next page...

Registering the Personal Phone Book

To register a group of recipients, follow the steps below:

5

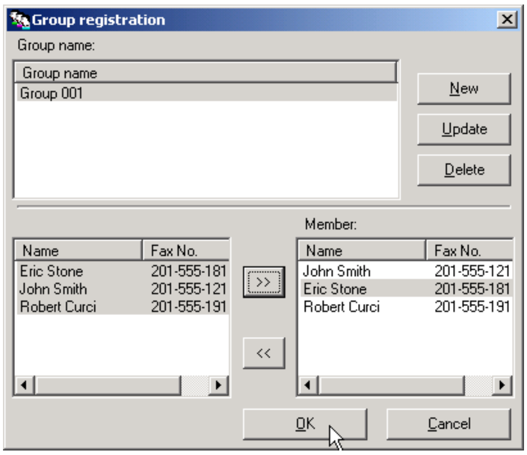

Group registration
Group name:
New
Update
Delete
Member:
>>
<<
OK
Cancel

Group name
Group 001

Name	Fax No.
Eric Stone	201-555-181
John Smith	201-555-121
Robert Curci	201-555-191

Select the desired recipients.

6


Group registration
Group name:
New
Update
Delete
Member:
>>
<<
OK
Cancel

Group name
Group 001

Name	Fax No.
Eric Stone	201-555-181
John Smith	201-555-121
Robert Curci	201-555-191

Member:

Name	Fax No.
John Smith	201-555-121
Eric Stone	201-555-181
Robert Curci	201-555-191

Click the >> button to add the recipient(s) to the Member List.
The maximum number of recipients is 999 for each group.
To add another group, repeat from step 3.
The maximum number of group's is 100.

If finished, click OK button to exit Group registration.

Registering the Personal Phone Book

To Import/Export CSV data From/To your Personal Phone Book

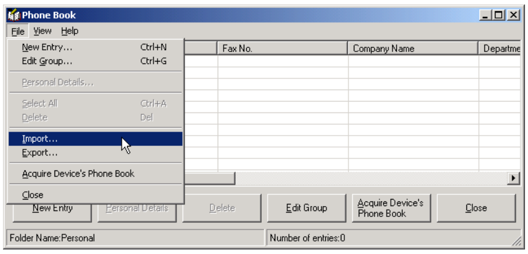
The telephone data of CSV format file can be imported into your Personal Phone Book and telephone data of your Personal Phone Book can be exported to a CSV file.

Note:

1. The "CSV file" means "Comma Separated Value" format file.
2. Though a pause usually is indicated as a comma (,) with Panafax Desktop, it is changed into "p" by the import and Export of the CSV file. Please input pause with "p" when you make a CSV file.

Import from the CSV file

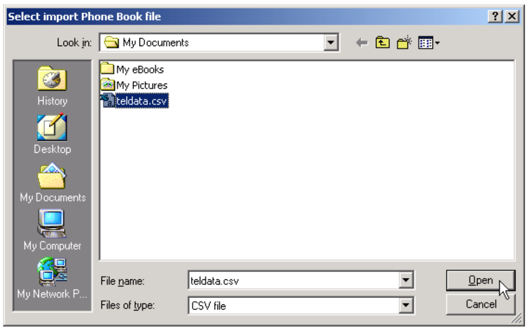
1 On the Phone Book dialog box,Select **File | Import...** from the menu.


Phone Book
File View Help
New Entry... Ctrl+N
Edit Group... Ctrl+G
Personal Details...
Select All Ctrl+A
Delete Del
Import...
Export...
Acquire Device's Phone Book
Close
Fax No.
Company Name
Departme
New Entry
Personal Details
Delete
Edit Group
Acquire Device's Phone Book
Close

Folder Name:Personal

Number of entries:0

2 Select the file to be imported and click Open .


Select import Phone Book file
History
Desktop
My Documents
My Computer
My Network P...
My eBooks
My Pictures
teldata.csv
Open
Cancel

Look in: My Documents

File name: teldata.csv

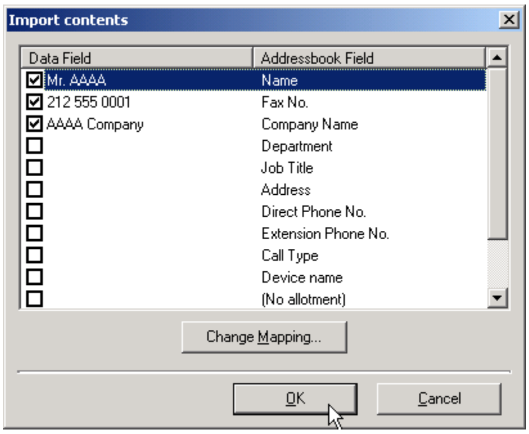
Files of type: CSV file

3 Confirm the contents of the Data Field and Addressbook Field match.

Check off the item box if you do not want to import it.

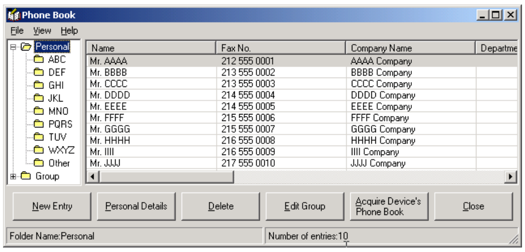
Select the item and click Change Mapping... to change the field setting if the Data Field and Addressbook Field doesn't mach.

Click OK if you completed.


Import contents
Change Mapping...
OK
Cancel

Data Field	Addressbook Field
☑ Mr. AAAA	Name
☑ 212 555 0001	Fax No.
☑ AAAA Company	Company Name
☐	Department
☐	Job Title
☐	Address
☐	Direct Phone No.
☐	Extension Phone No.
☐	Call Type
☐	Device name
☐	(No allotment)

4 The telephone data of CSV file is imported into your Phone Book.


Phone Book
File View Help
Personal
ABC
DEF
GHI
JKL
MNO
PQRS
TUV
WXYZ
Other
Group
New Entry
Personal Details
Delete
Edit Group
Acquire Device's Phone Book
Close

Name	Fax No.	Company Name	Departme
Mr. AAAA	212 555 0001	AAAA Company	
Mr. BBBB	213 555 0002	BBBB Company	
Mr. CCCC	213 555 0003	CCCC Company	
Mr. DDDD	214 555 0004	DDDD Company	
Mr. EEEE	214 555 0005	EEEE Company	
Mr. FFFF	215 555 0006	FFFF Company	
Mr. GGGG	215 555 0007	GGGG Company	
Mr. HHHH	216 555 0008	HHHH Company	
Mr. IIII	216 555 0009	IIII Company	
Mr. JJJJ	217 555 0010	JJJJ Company	

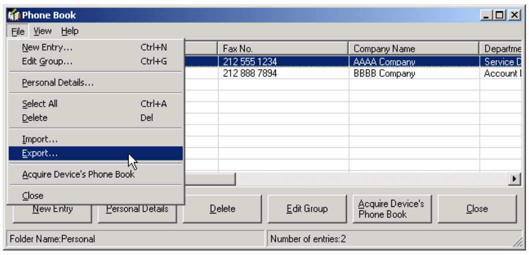
Folder Name:Personal

Number of entries:10

Registering the Personal Phone Book

Export to the CSV file

1


Phone Book
File View Help
New Entry... Ctrl+N
Edit Group... Ctrl+G
Personal Details...
Select All Ctrl+A
Delete Del
Import...
Export...
Acquire Device's Phone Book
Close
New Entry
Personal Details
Delete
Edit Group
Acquire Device's Phone Book
Close

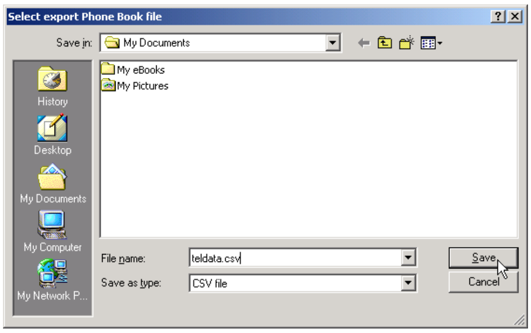
Fax No.	Company Name	Departme
212 555 1234	AAAA Company	Service D
212 888 7894	BBBB Company	Account I

Folder Name:Personal

Number of entries:2

On the Phone Book dialog box,Select **File | Export...** from the menu.

2


Select export Phone Book file
My eBooks
My Pictures
History
Desktop
My Documents
My Computer
My Network P...
Save
Cancel

Save in: My Documents

File name: teldata.csv

Save as type: CSV file

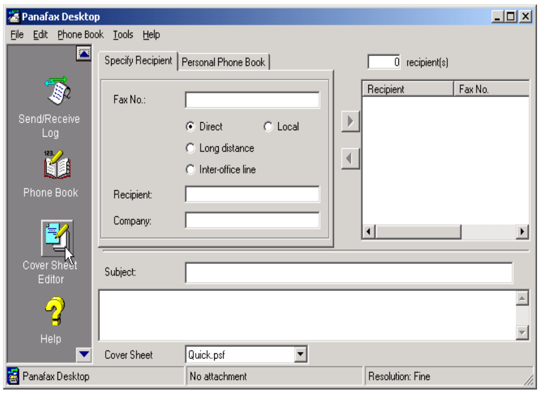
Enter the file name and click OK to save the CSV file.

Cover Sheet

The **Cover Sheet** is attached to the first page of every fax and contains information such as the recipient's name, sender's name, date, title, etc.

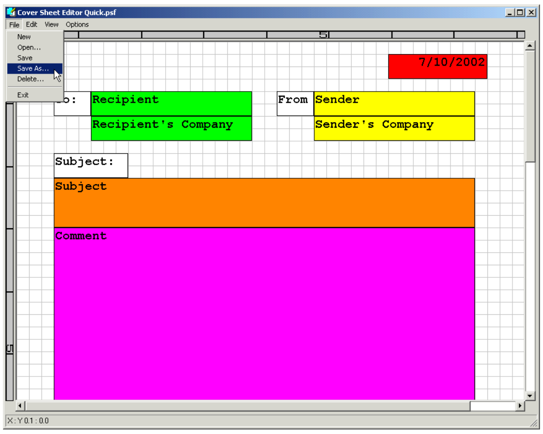
Creating Cover Sheet

1


Panafax Desktop
File Edit Phone Book Tools Help
Specify Recipient
Personal Phone Book
0 recipient(s)
Fax No.:
Direct
Local
Long distance
Inter-office line
Recipient:
Company:
Recipient
Fax No.
Send/Receive Log
Phone Book
Cover Sheet Editor
Help
Subject:
Cover Sheet
Quick.psf
Panafax Desktop
No attachment
Resolution: Fine

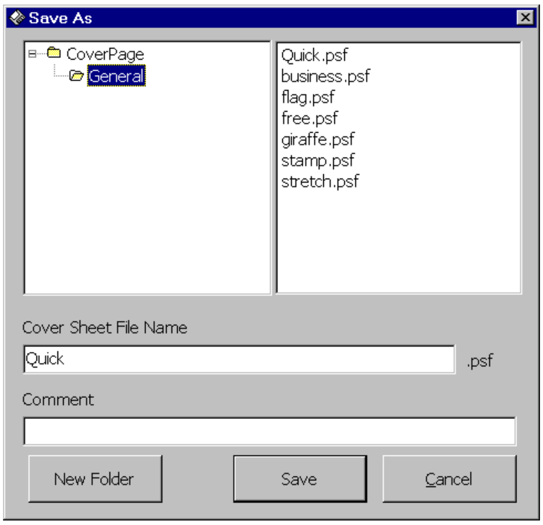
Click the Cover Sheet Editor button.

2


Cover Sheet Editor Quick.psf
File Edit View Options
New
Open...
Save
Save As...
Delete...
Exit
7/10/2002
To:
Recipient
Recipient's Company
From
Sender
Sender's Company
Subject:
Subject
Comment
X:Y 0.1 : 0.0

The Cover Sheet Editor window appears.
Edit the Cover Sheet.
Select **Save As** from the **File** menu.

3


Save As
CoverPage
General
Quick.psf
business.psf
flag.psf
free.psf
giraffe.psf
stamp.psf
stretch.psf
Comment
New Folder
Save
Cancel

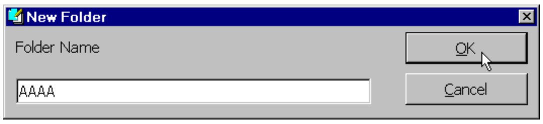
Cover Sheet File Name: Quick .psf

The **Save as** dialog box appears.
Select the Folder you wish to save it to, or
if you wish to save it into the New Folder,

click New Folder button,

enter the New Folder Name,

and then click OK .

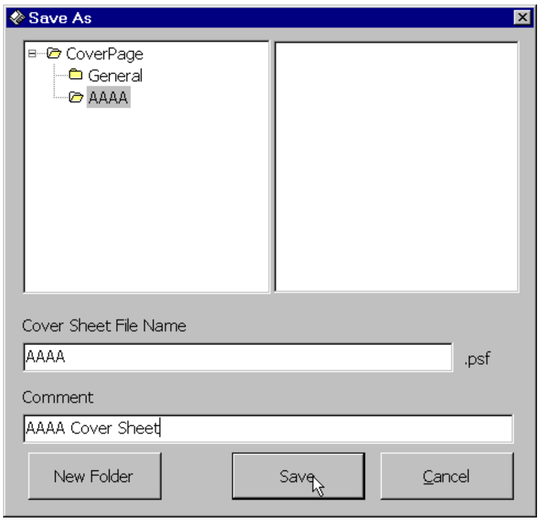

New Folder
OK
Cancel

Folder Name: AAAA

Continued on the next page...

Cover Sheet

4



Cover Sheet File Name

AAAA .psf

Comment

AAAA Cover Sheet

Enter the New Folder Name into the Cover Sheet File Name box.
Enter any comments into the Comment box if you want.

Click Save button to save the New Cover Sheet.

[Edit] menu

Page Size : Sets the size of the cover sheet.
Date Frame : Inserts a date field.
Text Frame : Inserts a text box.
Line/Box : Inserts a line or box.
Image Frame : Inserts an existing image file (bmp file).
Recipient Details : Inserts the information set in the Contact and Data Fields tabs on the Personal Address Book.
Sender Details : Inserts the information set in the Sender Details tab on the Tools menu.
Comments : Inserts a comment field for typing a brief message when sending a fax.
Subject : Inserts a subject field when sending a fax.

[View] menu

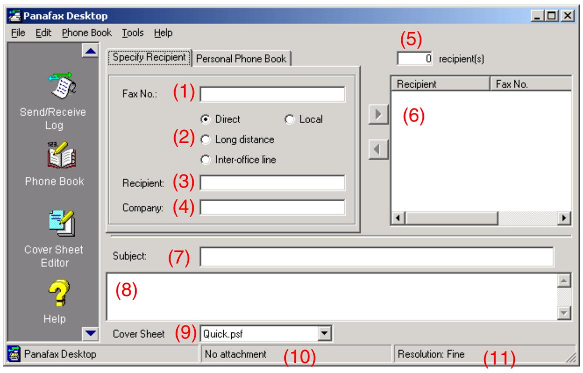
Show Grid : Displays the grid.
Preview : Displays the preview of the cover sheet.
Show Status Bar : Displays the status bar.
Zoom : Sets the ratio for the cover sheet editing screen.
Scale unit : Sets the scale unit of measure (cm/inch).

[Options] menu

Font : Specifies the character font.
Line Style : Specifies the line style.
Text Alignment : Adjusts the text position.
Date Format : Sets the date format.

Main Window and Toolbar

Main Window


Panafax Desktop
File Edit Phone Book Tools Help
Send/Receive Log
Phone Book
Cover Sheet Editor
Help
Specify Recipient
Personal Phone Book
Fax No.:
(1)
● Direct
○ Local
(2)
○ Long distance
○ Inter-office line
Recipient:
(3)
Company:
(4)
(5)
0 recipient(s)
Recipient
Fax No.
(6)
Subject:
(7)
(8)
Cover Sheet
(9)
Quick.psf
Panafax Desktop
No attachment
(10)
Resolution: Fine
(11)

(1)	Fax No.	Enter the destination fax number.
(2)	Line Select	Check the line type to dial the preset code before the telephone number. See the Dialing Setting Tab of Configuration Menu.
(3)	Recipient	When this is entered, reflected on the cover sheet.
(4)	Company	When this is entered, reflected on the cover sheet.
(5)	recipient(s)	Indicates a number of entered station(s).
(6)	Destination(s)	Indicates entered destination station(s).
(7)	Subject	When this is entered, reflected on the cover sheet.
(8)	Memo field	When this is entered, reflected on the cover sheet.
(9)	Cover Sheet	Select various cover sheet or no cover sheet.
(10)	Attachment	Indicates a number of pages attached.
(11)	Resolution	Indicates a current sending resolution.

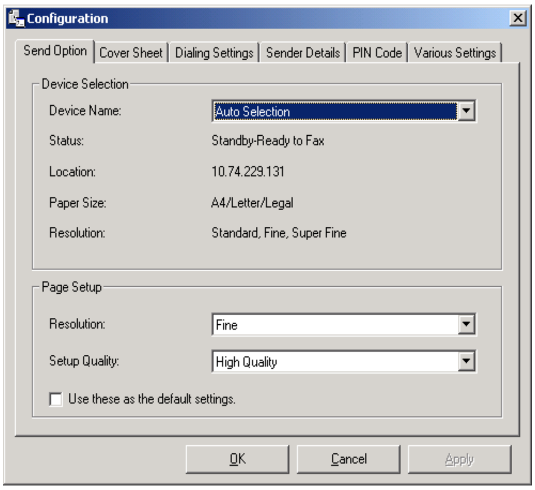
Main Window and Toolbar

Toolbar

Send	Used to start the transmission.
Preview	Used to view the cover sheet or transmission file.
Attach	Used to select the file to be sent.
Send/Receive Log	Used to show the Send/Receive Log Manager.
Phone Book	Used to open your personal Phone Book.
Cover Sheet Editor	Used to create or edit a Cover Sheet.
Help	Used to show the On-line help.

Configuration Menu

Configuration setting


Configuration
Send Option
Cover Sheet
Dialing Settings
Sender Details
PIN Code
Various Settings
Device Selection
Page Setup
OK
Cancel
Apply

Device Name: Auto Selection
Status: Standby-Ready to Fax
Location: 10.74.229.131
Paper Size: A4/Letter/Legal
Resolution: Standard, Fine, Super Fine

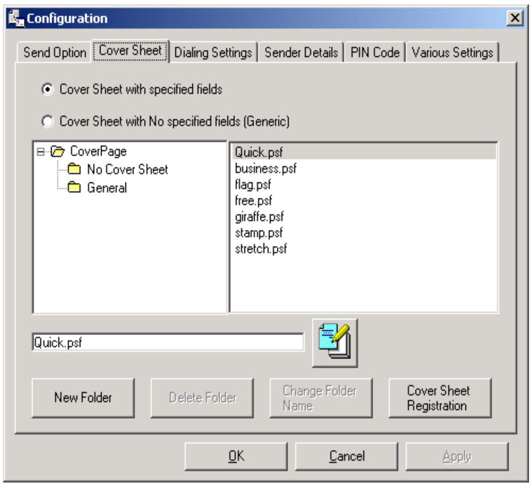
Resolution: Fine
Setup Quality: High Quality
☐ Use these as the default settings.

Send Option Tab
Device Selection

- Device Name:
  A device can be chosen here when more than one device is connected with network connected type devices.
- Auto Selection:
  Effective device is selected automatically by the priority setting order.
- Rotation:
  Effective device is selected automatically in rotation order. (load balancing)
- Device Name:
  Only the designated device is selected.
- Status/Location/Paper Size/Resolution:
  When the device is specified, the attributes of the device are indicated.

Page Setup

- **Resolution:**
  Resolution to be used for the transmission.
  The selectable resolutions are dependent on the machine's capability connected to your PC.
- **Setup Quality:**
  Set the quality to be used for the transmission.
- **Use these as the default settings:**
  If checked, the settings selected are used each time a fax is sent.


Configuration
Send Option
Cover Sheet
Dialing Settings
Sender Details
PIN Code
Various Settings
New Folder
Delete Folder
Change Folder Name
Cover Sheet Registration
OK
Cancel
Apply

● Cover Sheet with specified fields
○ Cover Sheet with No specified fields (Generic)

CoverPage
  No Cover Sheet
  General

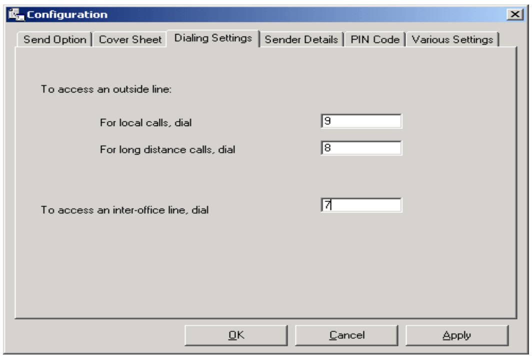
Quick.psf
business.psf
flag.psf
free.psf
giraffe.psf
stamp.psf
stretch.psf

Quick.psf

Cover Sheet Tab
Setting the usage of the Cover Sheet.

- Cover Sheet with specified fields
  The address information is inserted into the TO field of the Cover Sheet.
  The transfer time to the device sometimes becomes long because the image data is sent to the device multiple times in the case of multi-station transmission.
- Cover Sheet with No specified fields (Generic)
  The address information is NOT inserted into the TO field of the Cover Sheet.
  The transfer to the device is done efficiently because the image data is sent to the device only once and only the address information is sent in the case of multi-station transmission.

Configuration Menu


Configuration
Send Option
Cover Sheet
Dialing Settings
Sender Details
PIN Code
Various Settings
OK
Cancel
Apply

To access an outside line:

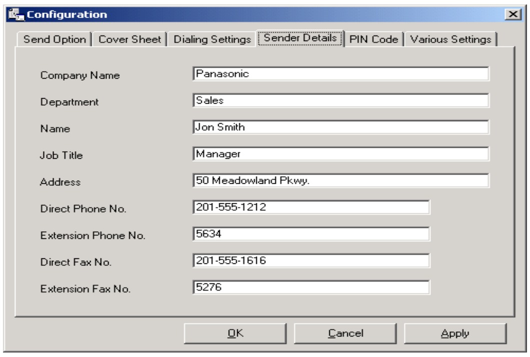
For local calls, dial 9

For long distance calls, dial 8

To access an inter-office line, dial 7

Dialing Settings Tab

Specify the local, long distance and Inter-office call access numbers. These access numbers are dialed before the phone numbers that are registered in the Personal Address Book depending on the Call Type settings.


Configuration
Send Option
Cover Sheet
Dialing Settings
Sender Details
PIN Code
Various Settings
OK
Cancel
Apply

Company Name: Panasonic

Department: Sales

Name: Jon Smith

Job Title: Manager

Address: 50 Meadowland Pkwy.

Direct Phone No.: 201-555-1212

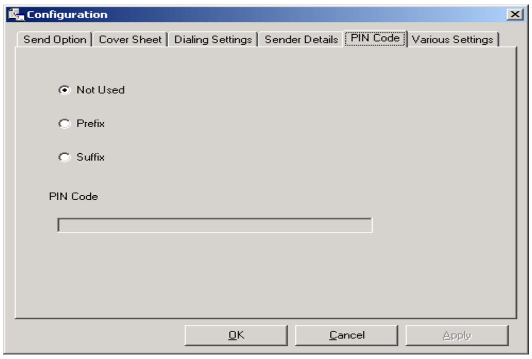
Extension Phone No.: 5634

Direct Fax No.: 201-555-1616

Extension Fax No.: 5276

Sender Details Tab

Used to identify yourself with various information on the Cover Sheet when sending a fax.


Configuration
Send Option
Cover Sheet
Dialing Settings
Sender Details
PIN Code
Various Settings
OK
Cancel
Apply

● Not Used

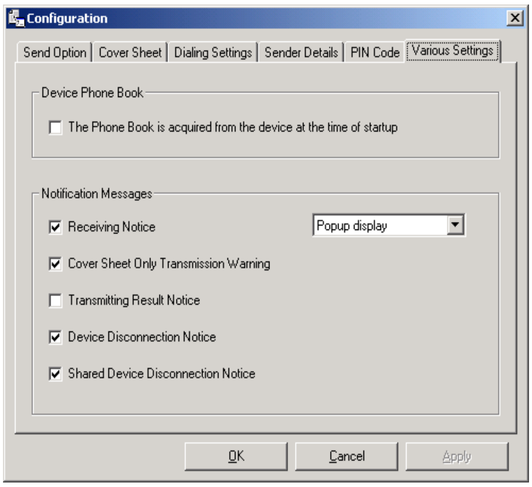
○ Prefix

○ Suffix

PIN Code

PIN Code Tab

Specify the PIN Code settings when required by your telephone system.
Depending on the country, the device may not support this function.


Configuration
Send Option
Cover Sheet
Dialing Settings
Sender Details
PIN Code
Various Settings
OK
Cancel
Apply

Device Phone Book

☐ The Phone Book is acquired from the device at the time of startup

Notification Messages

☑ Receiving Notice — Popup display

☑ Cover Sheet Only Transmission Warning

☐ Transmitting Result Notice

☑ Device Disconnection Notice

☑ Shared Device Disconnection Notice

Various Settings Tab

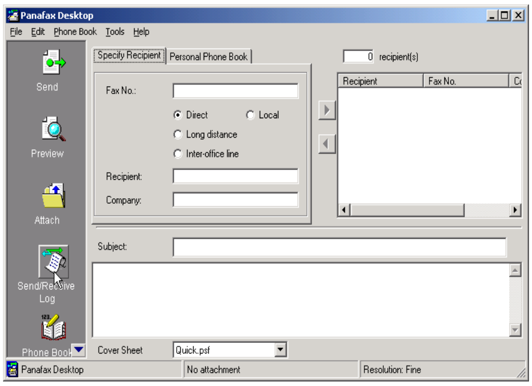
- Device Phone Book
  When this box is checked, the phone book data is acquired from the device at the time of startup, and it is added into the Personal Phone Book.
  When this is used with the client & server, this function is effective only with the server PC
  The setup of the password must be done for the device in the PC Fax Properties for the Network connected device.
- Notification Message
  Various notices can be set up.

Send Log/Receive Log

Send/Receive Log

The transmission and the reception can be confirmed.

1


Panafax Desktop
File Edit Phone Book Tools Help
Send
Preview
Attach
Send/Receive Log
Phone Book
Specify Recipient
Personal Phone Book
Fax No.:
Direct
Local
Long distance
Inter-office line
Recipient:
Company:
0 recipient(s)
Recipient
Fax No.
Subject:
Cover Sheet
Quick.psf
Panafax Desktop
No attachment
Resolution: Fine

Click the **Send/Receive Log** button.

2

Send/Receive Log window appears.
Click Send Log and Receive Log to switch the Log window.

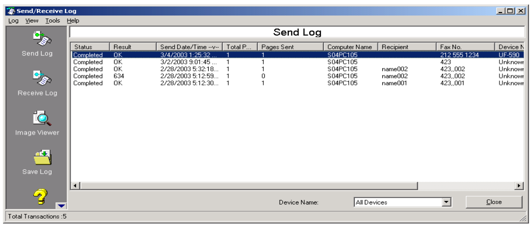
Status column

• Queuing:	Send fax is queuing.
• Executing:	Transferring the data to the device
• Completed:	Transferring the data is completed

Result

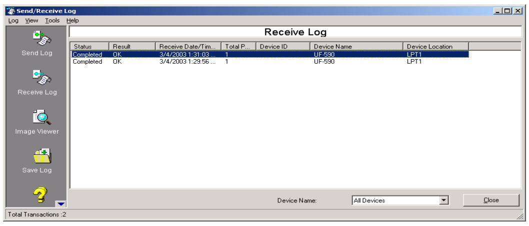
• OK:	The fax sending is completed from the device.
• Error Code:	The fax sending is incomplete from the device.

Note:
1 *For the Network Device Version of Simple Send Only System with the Device Group 2 (Please refer to the Compatible Models in General Description portion of this Operation Instruction), the Send Log shows whether only the transfer to the device succeeded (R-OK). “The fax sending is completed from the device” can be confirmed only by the Communication Journal of the device.*
2 *For Network Device Version of the Simple Send Only System, the Receiving Log is not available.*
3 *For the Network Device Version of the Simple Send & Receive System and Local Device Version of Network Shared System, there is an Administrator Send Log that can check all the client(s) sending transactions. Select General User to see the Own Send Log and Administrator to see the Administrator Send Log. The Administrator Send Log can be setup with a password for security. To see the Administrator Send Log, Login with Administrator mode and check View | Displays All Users Send Logs. from the menu*


Send/Receive Log
Log View Tools Help
Send Log
Receive Log
Image Viewer
Save Log
Device Name:
All Devices
Close
Total Transactions :5

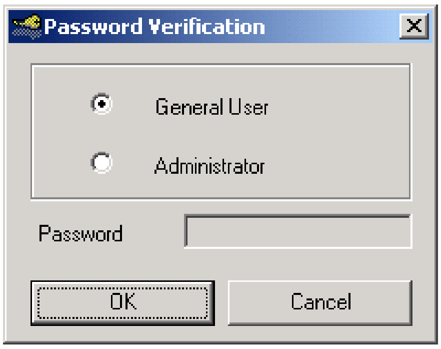
Send Log

Status	Result	Send Date/Time --v--	Total P...	Pages Sent	Computer Name	Recipient	Fax No.	Device N
Completed	OK	3/4/2003 1:25:32 ...	1	1	S04PC105		212 555 1234	UF-590
Completed	OK	3/2/2003 9:01:45 ...	1	1	S04PC105		423	Unknown
Completed	OK	2/28/2003 5:32:18...	1	1	S04PC105	name002	423,,002	Unknown
Completed	634	2/28/2003 5:12:59...	1	0	S04PC105	name002	423,,002	Unknown
Completed	OK	2/28/2003 5:12:30...	1	1	S04PC105	name001	423,,001	Unknown

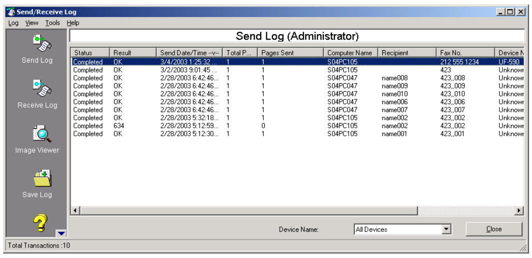

Send/Receive Log
Log View Tools Help
Send Log
Receive Log
Image Viewer
Save Log
Device Name:
All Devices
Close
Total Transactions :2

Receive Log

Status	Result	Receive Date/Tim...	Total P...	Device ID	Device Name	Device Location
Completed	OK	3/4/2003 1:31:03 ...	1		UF-590	LPT1
Completed	OK	3/4/2003 1:29:56 ...	1		UF-590	LPT1


Password Verification
OK
Cancel

● General User
○ Administrator
Password


Send/Receive Log
Log View Tools Help
Send Log
Receive Log
Image Viewer
Save Log
Device Name:
All Devices
Close
Total Transactions :10

Send Log (Administrator)

Status	Result	Send Date/Time --v--	Total P...	Pages Sent	Computer Name	Recipient	Fax No.	Device N
Completed	OK	3/4/2003 1:25:32 ...	1	1	S04PC105		212 555 1234	UF-590
Completed	OK	3/2/2003 9:01:45 ...	1	1	S04PC105		423	Unknown
Completed	OK	2/28/2003 6:42:46...	1	1	S04PC047	name008	423,,008	Unknown
Completed	OK	2/28/2003 6:42:46...	1	1	S04PC047	name009	423,,009	Unknown
Completed	OK	2/28/2003 6:42:46...	1	1	S04PC047	name010	423,,010	Unknown
Completed	OK	2/28/2003 6:42:46...	1	1	S04PC047	name006	423,,006	Unknown
Completed	OK	2/28/2003 6:42:46...	1	1	S04PC047	name007	423,,007	Unknown
Completed	OK	2/28/2003 5:32:18...	1	1	S04PC105	name002	423,,002	Unknown
Completed	634	2/28/2003 5:12:59...	1	0	S04PC105	name002	423,,002	Unknown
Completed	OK	2/28/2003 5:12:30...	1	1	S04PC105	name001	423,,001	Unknown

Send Log/Receive Log

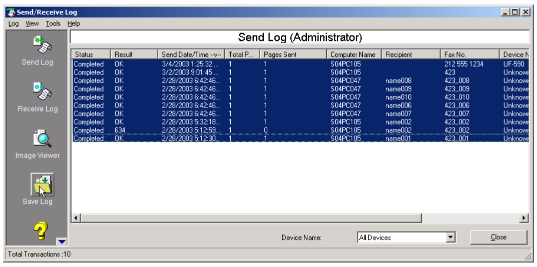
Save Log

The Send/Receive Log can be saved to a separate file.

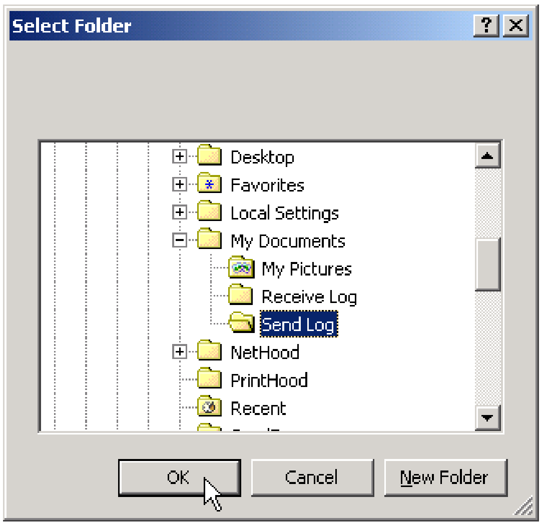
At the default setting, when the log exceeds 999 transactions it is automatically deleted from the oldest transaction.

The log can be saved with the following steps.

Manual Save Log

1 
Send/Receive Log
Log View Tools Help
Send Log (Administrator)
Send Log
Receive Log
Image Viewer
Save Log
Device Name:
All Devices
Close
Total Transactions :10

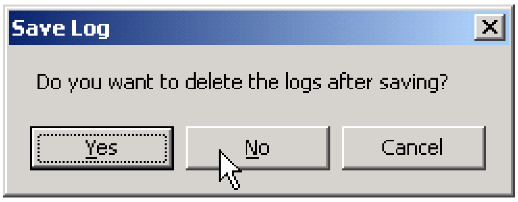
On the Log window, select the transaction of the log that you wish to save and click [Save Log] icon.

2 
Select Folder
Desktop
Favorites
Local Settings
My Documents
My Pictures
Receive Log
Send Log
NetHood
PrintHood
Recent
OK
Cancel
New Folder

Select the Folder that you want to save and click OK.

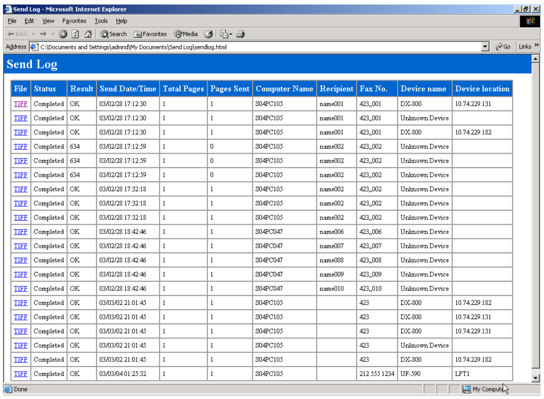
You can make a new folder by clicking New Folder.

Note: The New Folder button is not available on Windows NT/98.

3 
Save Log
Yes
No
Cancel

Do you want to delete the logs after saving?

Select if you wish to Delete the Logs after saving.

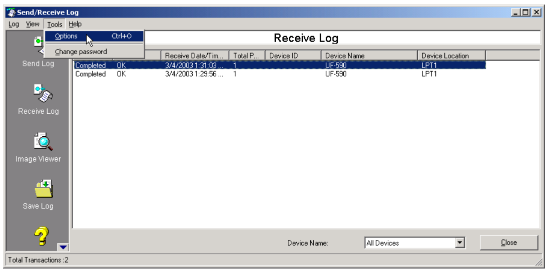
4 
Send Log - Microsoft Internet Explorer
Send Log
File
Status
Result
Send Date/Time
Total Pages
Pages Sent
Computer Name
Recipient
Fax No.
Device name
Device location
Done
My Computer

The tiff file data (.tif) and the transmit file log information file (.xml) are saved as a set.

The log list files (sendlog.html/recvlog.html) are made automatically in the same folder. They can be viewed with a Web browser (IE 5.5 or higher).

Send Log/Receive Log

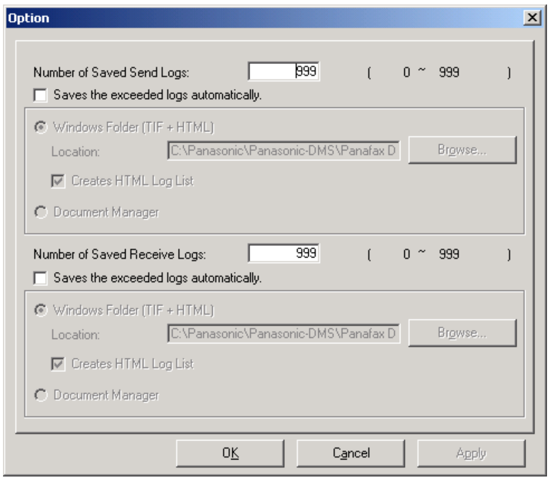
Automatic Save Log

1 
Send/Receive Log
Log
View
Tools
Help
Options Ctrl+O
Change password
Receive Log
Send Log
Receive Log
Image Viewer
Save Log
Device Name:
All Devices
Close

		Receive Date/Tim...	Total P...	Device ID	Device Name	Device Location
Completed	OK	3/4/2003 1:31:03 ...	1		UF-590	LPT1
Completed	OK	3/4/2003 1:29:56 ...	1		UF-590	LPT1

Total Transactions :2

On the Log window, select **Tools | Options** from the menu.

2 

Number of Saved Send Logs: 999 (0 ~ 999)
☐ Saves the exceeded logs automatically.
● Windows Folder (TIF + HTML)
Location: C:\Panasonic\Panasonic-DMS\Panafax D
☑ Creates HTML Log List
○ Document Manager

Number of Saved Receive Logs: 999 (0 ~ 999)
☐ Saves the exceeded logs automatically.
● Windows Folder (TIF + HTML)
Location: C:\Panasonic\Panasonic-DMS\Panafax D
☑ Creates HTML Log List
○ Document Manager

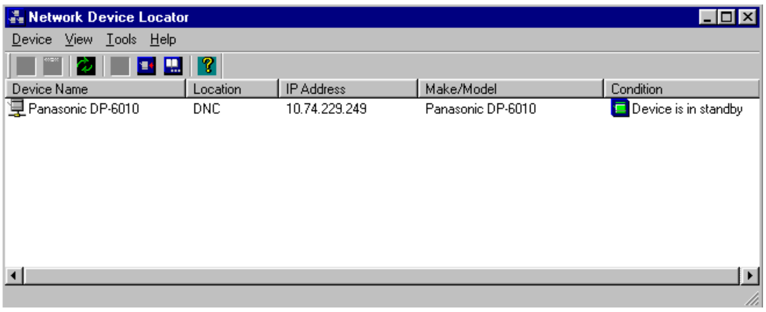
Browse...
Browse...
OK
Cancel
Apply

Option window appears.
Set the Save Log settings accordingly.

Network Status Monitor

Network Device Locator

Select **Panasonic** →**Panasonic Document Management System** →**Network MFP Utilities** →**Network Deceive Locator** in **Programs** from the **Start** menu.
Upon activation of the Network Device Locator, attached printers will be automatically searched and displayed in the list.



Device Name	Location	IP Address	Make/Model	Condition
Panasonic DP-6010	DNC	10.74.229.249	Panasonic DP-6010	🟩 Device is in standby

Contents of List

Item	Status
Device Name	Name of the device.
Location	Location of the device.
IP Address	IP address of the connected device.
Make/Model	Make and model number of the device.
Condition	Display of Normal, Warning, Error, Powersaving, etc will be indicated after the status of the connected device is detected.

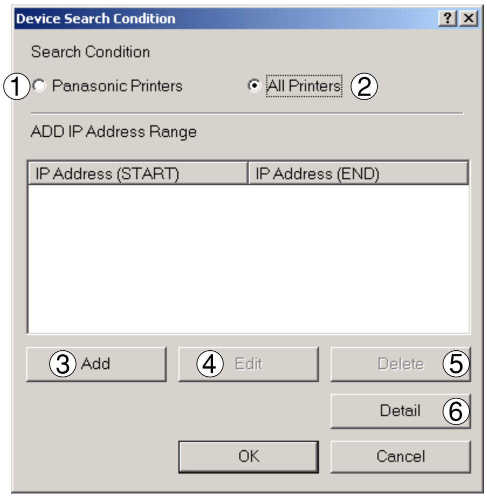
Right-click on your device to display the menu.

1. **Status Monitor**
   Activates the Status Monitor.
2. **Configuration Editor**
   Activates the Configuration Editor (See page 179).
3. **Address Book Editor**
   Activates the Address Book Editor (See page 179).
4. **Delete**
   Removes the device from the list.
5. **Rename**
   Changes the name of the device.
6. **Search**
   - **Device Search**
     Search the devices manually.
   - **Device Search Ranges**
     Set the conditions to search the devices (See page 169).
7. **Create Shortcut**
   Creates a Shortcut of the program for the selected device.
8. **Delete Shortcut**
   Deletes the selected Shortcut.

Network Device Locator

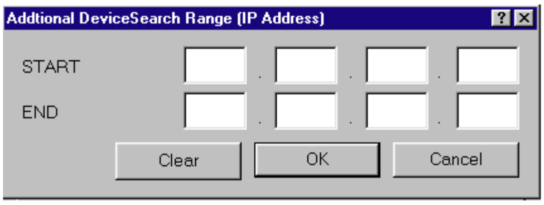
■ Device Search Condition

Select **Search** →**Device Search Ranges** from the **Device** Menu.


Device Search Condition
Search Condition
① Panasonic Printers
All Printers ②
ADD IP Address Range
IP Address (START)
IP Address (END)
③ Add
④ Edit
Delete ⑤
Detail ⑥
OK
Cancel

1. **Panasonic Printers**
   Select if searching for Panasonic printers only.
2. **All Printers**
   Select if searching for all printers.
3. **Add**
   Add a new search range of IP addresses.

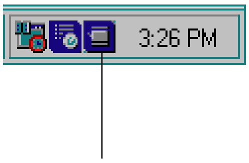
   Click the Add button and enter the Start IP Address and End IP Address.


Addtional DeviceSearch Range (IP Address)
START
END
Clear
OK
Cancel

4. **Edit**
   Edit the selected IP address range.
5. **Delete**
   Delete the selected IP Address range.
6. **Detail**
   Enter the SNMP community name of the devices to be searched.

Task Display

The Status Monitor is a Multi Functional Product (MFP) utility that monitors and displays the current status of connected devices.
Upon activation, the icon of the Status Monitor(up to 10 different printers) appear on the System Tray next to the system clock.

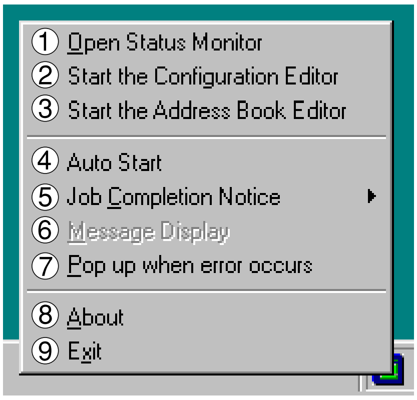


The Status Monitor indicates the device status by the icon lamp color as listed below.

Lamp	Status
Green	Device is operational under standby, printing, scanning, or copying mode.
Yellow	Device inspection is required, paper supply, etc.
Red	Need for toner replacement, open cover, paper jam, or device failure.
Gray	Device is in Energy Saver (sleep) Mode.

Taskbar Menu

Right-clicking the Status Monitor icon in the System Tray displays the following pop-up menu.


① Open Status Monitor
② Start the Configuration Editor
③ Start the Address Book Editor
④ Auto Start
⑤ Job Completion Notice
⑥ Message Display
⑦ Pop up when error occurs
⑧ About
⑨ Exit

1. **Open Status Monitor**
   Displays details about the current status of the device.

2. **Start the Configuration Editor**
   Activates the Configuration Editor.

3. **Start the Address Book Editor**
   Activates the Address Book Editor.

4. **Auto Start**
   Sets the Status Monitor for the device to start automatically when the PC is rebooted.

5. **Job Completion Notice**
   Sets the Job Completion Notification mode.

6. **Message Display**
   Displays the contents (file name, etc.) of the Job Completion Notice when it is set to Icon (No Notice).

7. **Pop up when error occurs**
   Selects whether or not a pop-up error message box appears when an error occurs on the connected device.

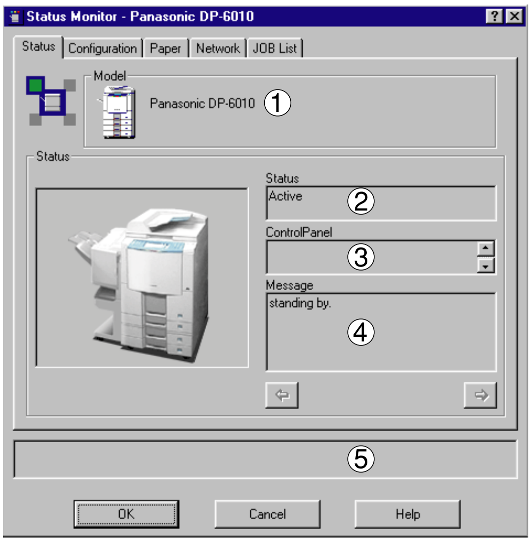
8. **About**
   Displays the version information about the Status Monitor.

9. **Exit**
   Closes the Status Monitor.

Display Status Details

Right-clicking the Status Monitor icon in the System Tray and selecting **Open Status Monitor** in the pop-up menu displays the Status Monitor dialog box.

■ Status Tab


Status Monitor - Panasonic DP-6010
Status
Configuration
Paper
Network
JOB List
①
②
③
④
⑤
OK
Cancel
Help

Model: Panasonic DP-6010

Status: Active

ControlPanel:

Message: standing by.

1. **Model**
   Displays the names and model number of the connected device.

2. **Status**
   Displays the current status of the device.
   If two or more items have been detected, clicking ← / → buttons allows viewing of other items.

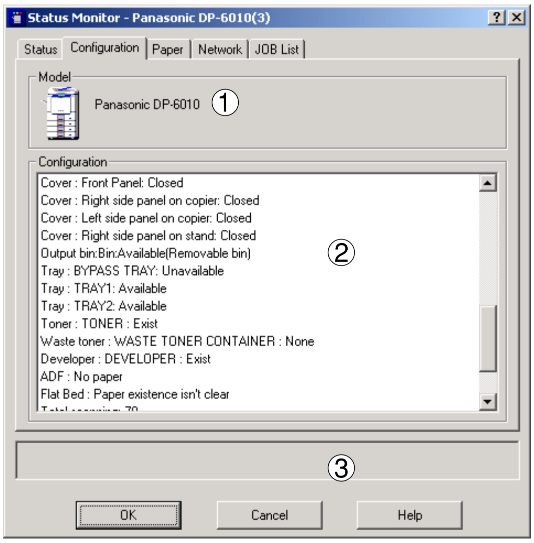
3. **Control Panel**
   Displays information as it appears on the panel of the device.
   If two or more items have been detected, clicking ▼ / ▲ buttons allows viewing of other items.

4. **Message**
   Displays the current status of the device in details.
   If two or more items have been detected, clicking ← / → buttons allows viewing of other items.

5. **Status**
   Displays the communication status between the Status Monitor and the device.

Display Status Details

■ Configuration Tab


Status Monitor - Panasonic DP-6010(3)
Status
Configuration
Paper
Network
JOB List
Model
Panasonic DP-6010
①
Configuration
②
③
OK
Cancel
Help

Cover : Front Panel: Closed
Cover : Right side panel on copier: Closed
Cover : Left side panel on copier: Closed
Cover : Right side panel on stand: Closed
Output bin:Bin:Available(Removable bin)
Tray : BYPASS TRAY: Unavailable
Tray : TRAY1: Available
Tray : TRAY2: Available
Toner : TONER : Exist
Waste toner : WASTE TONER CONTAINER : None
Developer : DEVELOPER : Exist
ADF : No paper
Flat Bed : Paper existence isn't clear

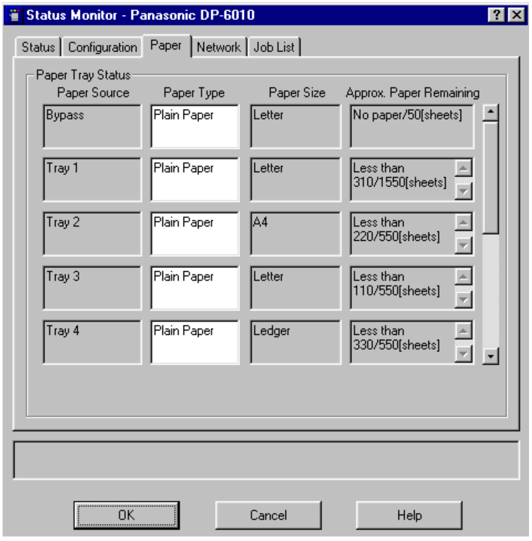
1. **Model**
   Displays the names and model number of the connected device.

2. **Configuration**
   Displays a list with the current device configuration (optional devices, etc.).

3. **Status**
   Displays the communication status between the Status Monitor and the device.

Display Status Details

■ Paper Tab


Status Monitor - Panasonic DP-6010
Status
Configuration
Paper
Network
Job List
OK
Cancel
Help

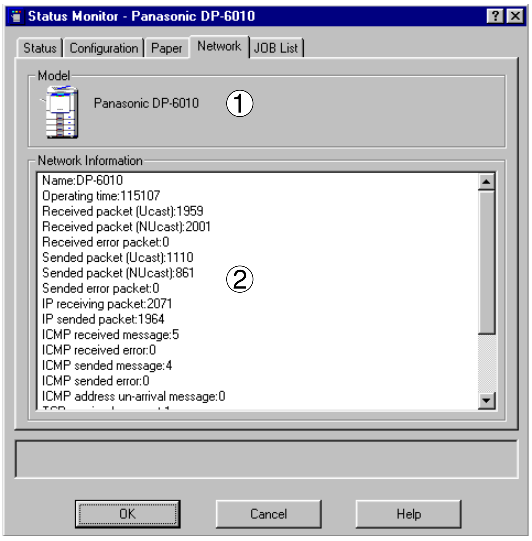
Paper Tray Status

Paper Source	Paper Type	Paper Size	Approx. Paper Remaining
Bypass	Plain Paper	Letter	No paper/50[sheets]
Tray 1	Plain Paper	Letter	Less than 310/1550[sheets]
Tray 2	Plain Paper	A4	Less than 220/550[sheets]
Tray 3	Plain Paper	Letter	Less than 110/550[sheets]
Tray 4	Plain Paper	Ledger	Less than 330/550[sheets]

The Paper tab displays the type, size, and paper status of each paper tray. A comment by the user can be entered in the Paper Type field.

Display Status Details

■ Network Tab



Status Monitor - Panasonic DP-6010
Status
Configuration
Paper
Network
JOB List
Model
①
Network Information
②
OK
Cancel
Help

Panasonic DP-6010

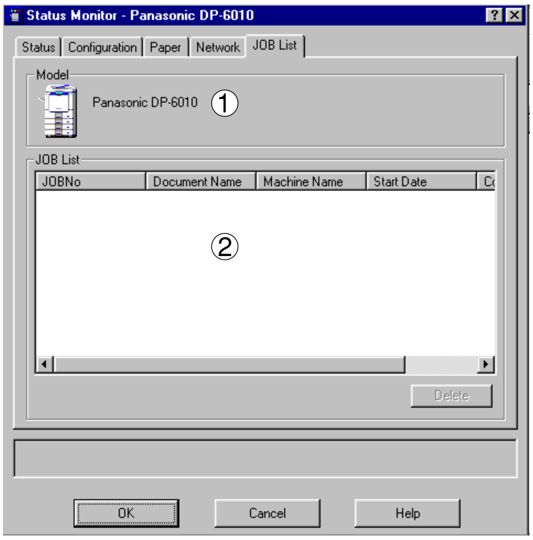
```
Name:DP-6010
Operating time:115107
Received packet (Ucast):1959
Received packet (NUcast):2001
Received error packet:0
Sended packet (Ucast):1110
Sended packet (NUcast):861
Sended error packet:0
IP receiving packet:2071
IP sended packet:1964
ICMP received message:5
ICMP received error:0
ICMP sended message:4
ICMP sended error:0
ICMP address un-arrival message:0
```

1. **Model**
   Displays the names and model number of the connected device.

2. **Network Information**
   Displays a list of the current network status. (Number of packets for Sending/Receiving etc.)

Display Status Details

■ Job List Tab


Status Monitor - Panasonic DP-6010
Status
Configuration
Paper
Network
JOB List
Model
Panasonic DP-6010
①
JOB List
JOBNo
Document Name
Machine Name
Start Date
②
Delete
OK
Cancel
Help

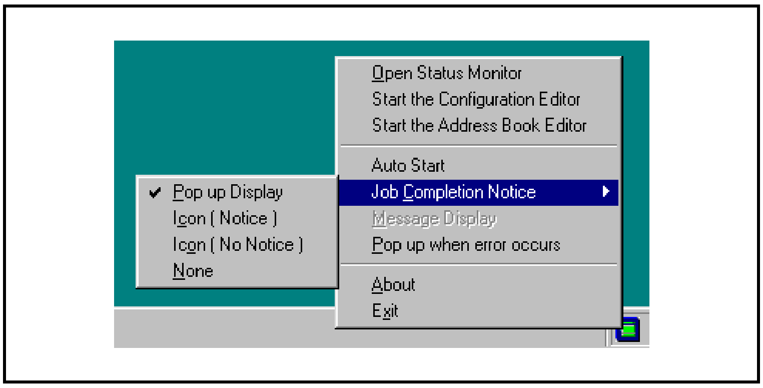
1. **Model**
   Displays the names and model number of the connected device.

2. **JOB List**
   Displays the current print jobs if the optional Hard Disk Drive Unit (DA-HD30/HD60) is installed.

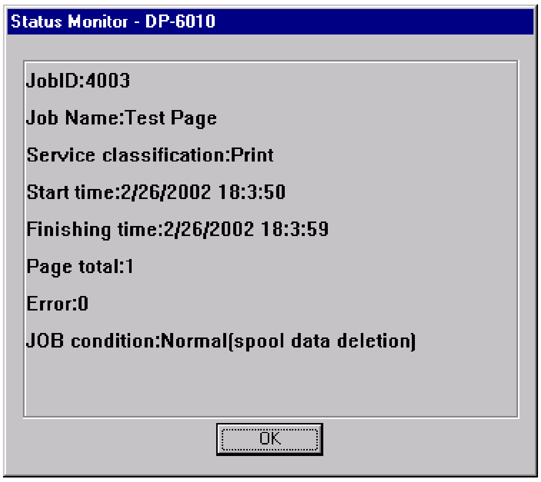
Job Completion Notice

Before using the Job Completion Notice, choose the Status Monitor as follows;

Pop up Display : Notify with the Pop-up message.
Icon (Notice) : Notify with the Icon appear on the desktop and change the Status Monitor icon.
Icon (No Notice) : Notify with the Status Monitor icon.
None : Do not notify.


Open Status Monitor
Start the Configuration Editor
Start the Address Book Editor
Auto Start
Job Completion Notice
Message Display
Pop up when error occurs
About
Exit
✓ Pop up Display
Icon (Notice)
Icon (No Notice)
None

- Pop up Display
  Displays the following message when the copy/print/fax job is completed.



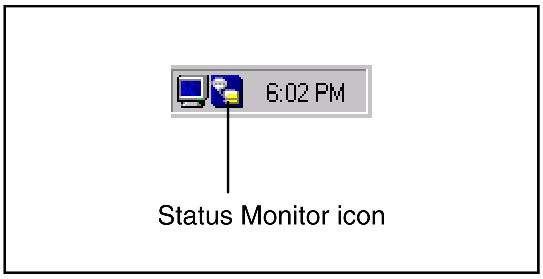
Status Monitor - DP-6010

JobID:4003
Job Name:Test Page
Service classification:Print
Start time:2/26/2002 18:3:50
Finishing time:2/26/2002 18:3:59
Page total:1
Error:0
JOB condition:Normal(spool data deletion)

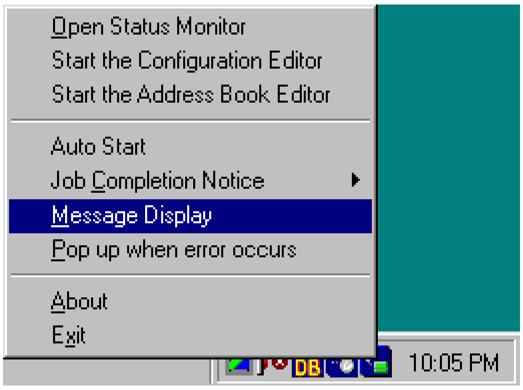
Job Completion Notice

- Icon (Notice) and Icon (No Notice)

  Displays the Notification Icon MESSA on your desktop if **Icon (Notice)** is selected, and changes the Status Monitor icon.


6:02 PM
Status Monitor icon

Select the Message Display to show the message.


Open Status Monitor
Start the Configuration Editor
Start the Address Book Editor
Auto Start
Job Completion Notice
Message Display
Pop up when error occurs
About
Exit
10:05 PM

Network Configuration Editor/Address Book Editor

General Description

These utilities allow you to edit the device's Configuration or Address Book through the TCP/IP LAN network using the FTP protocol. The desired device is first chosen from the device list of the Network Device Locator and then the Network Configuration Editor or Network Address Book Editor can be started.

Note: Both utilities are installed when the "Administrator" mode is selected during the Panasonic-DMS installation (See page 85).

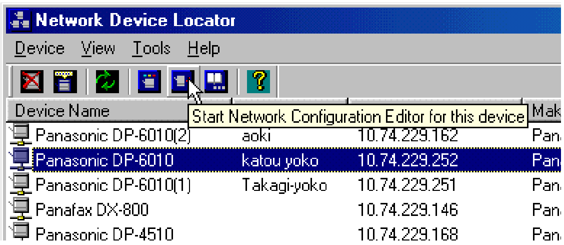
Network Configuration Editor/Address Book Editor

Activation Procedure

1 Start the **Network Device Locator**. (See page 168)

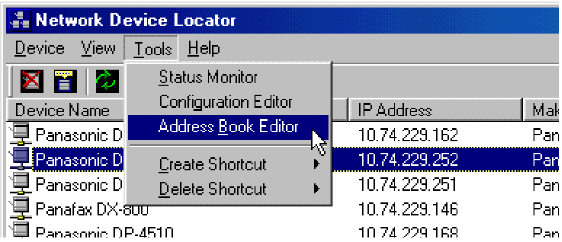
2 The Network Device Locator appears.

From the Toolbar
Select the device from the list and click the
or icon.

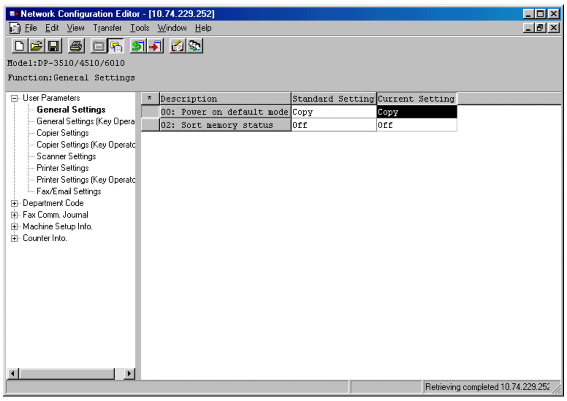

Network Device Locator
Device View Tools Help
Start Network Configuration Editor for this device

Device Name			Mak
Panasonic DP-6010(2)	aoki	10.74.229.162	Pan
Panasonic DP-6010	katou yoko	10.74.229.252	Pan
Panasonic DP-6010(1)	Takagi-yoko	10.74.229.251	Pan
Panafax DX-800		10.74.229.146	Pan
Panasonic DP-4510		10.74.229.168	Pan

From the Tools menu
Select the device in the list and select **Configuration Editor** or **Address Book Editor** from the **Tools** menu.


Network Device Locator
Device View Tools Help
Status Monitor
Configuration Editor
Address Book Editor
Create Shortcut
Delete Shortcut
Device Name
IP Address
Mak
Panasonic D
Panasonic D
Panasonic D
Panafax DX-800
Panasonic DP-4510
10.74.229.162
10.74.229.252
10.74.229.251
10.74.229.146
10.74.229.168
Pan

3 The Network Configuration Editor or Network Address Book Editor appears and retrieves the data from the device.


Network Configuration Editor - [10.74.229.252]
File Edit View Transfer Tools Window Help
User Parameters
General Settings
General Settings (Key Opera
Copier Settings
Copier Settings (Key Operatc
Scanner Settings
Printer Settings
Printer Settings (Key Operatc
Fax/Email Settings
Department Code
Fax Comm. Journal
Machine Setup Info.
Counter Info.

Model:DP-3510/4510/6010
Function:General Settings

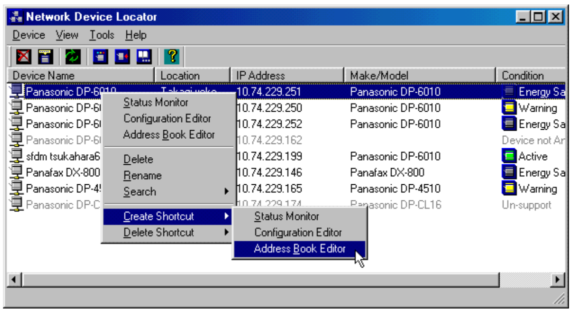
*	Description	Standard Setting	Current Setting
	00: Power on default mode	Copy	Copy
	02: Sort memory status	Off	Off

Retrieving completed 10.74.229.252

Create Shortcut Links

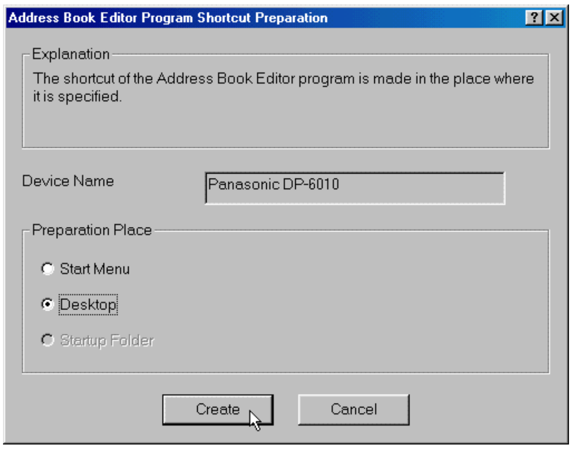
1 Start the **Network Device Locator**. (See page 168)

2 Click on the device and select **Create Shortcut** →**Configuration Editor** or **Address Book Editor** from the **Tools** menu.


Network Device Locator
Device
View
Tools
Help
Status Monitor
Configuration Editor
Address Book Editor
Delete
Rename
Search
Create Shortcut
Delete Shortcut
Status Monitor
Configuration Editor
Address Book Editor

Device Name	Location	IP Address	Make/Model	Condition
Panasonic DP-6010		10.74.229.251	Panasonic DP-6010	Energy Sa
Panasonic DP-6(		10.74.229.250	Panasonic DP-6010	Warning
Panasonic DP-6(		10.74.229.252	Panasonic DP-6010	Energy Sa
Panasonic DP-6(		10.74.229.162		Device not Ar
sfdm tsukahara6		10.74.229.199	Panasonic DP-6010	Active
Panafax DX-800		10.74.229.146	Panafax DX-800	Energy Sa
Panasonic DP-4!		10.74.229.165	Panasonic DP-4510	Warning
Panasonic DP-C			Panasonic DP-CL16	Un-support

3 The Shortcut Preparation window appears.


Address Book Editor Program Shortcut Preparation
Create
Cancel

Explanation

The shortcut of the Address Book Editor program is made in the place where it is specified.

Device Name: Panasonic DP-6010

Preparation Place

- ○ Start Menu
- ● Desktop
- ○ Startup Folder

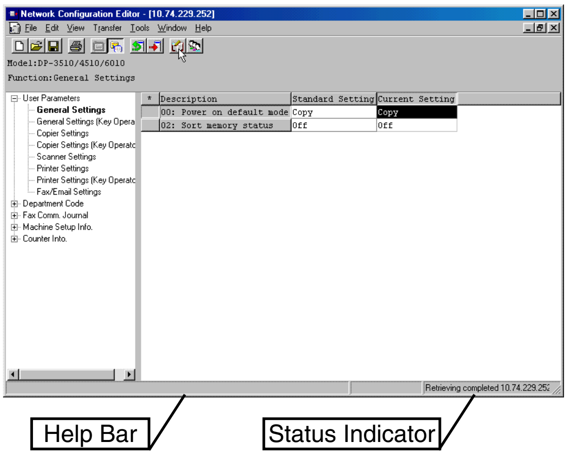
Select a Preparation Place and click the Create button.

Note: *As the shortcut or menu icon includes the IP Address, the shortcut or menu icon has to be recreated each time if the IP Address of the device is obtained using a DHCP server on the network.*

4 The shortcut link is created at the selected place.

Main Window

Network Configuration


Network Configuration Editor - [10.74.229.252]
File Edit View Transfer Tools Window Help
User Parameters
General Settings
General Settings (Key Opera
Copier Settings
Copier Settings (Key Operato
Scanner Settings
Printer Settings
Printer Settings (Key Operato
Fax/Email Settings
Department Code
Fax Comm. Journal
Machine Setup Info.
Counter Into.
Help Bar
Status Indicator

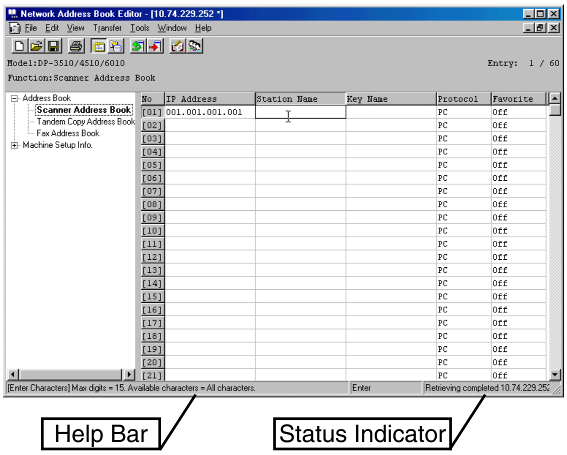
Model:DP-3510/4510/6010

Function:General Settings

*	Description	Standard Setting	Current Setting
	00: Power on default mode	Copy	Copy
	02: Sort memory status	Off	Off

Retrieving completed 10.74.229.252

Address Book


Network Address Book Editor - [10.74.229.252 *]
File Edit View Transfer Tools Window Help
Address Book
Scanner Address Book
Tandem Copy Address Book
Fax Address Book
Machine Setup Info.
Help Bar
Status Indicator

Model:DP-3510/4510/6010

Entry: 1 / 60

Function:Scanner Address Book

No	IP Address	Station Name	Key Name	Protocol	Favorite
[01]	001.001.001.001			PC	Off
[02]				PC	Off
[03]				PC	Off
[04]				PC	Off
[05]				PC	Off
[06]				PC	Off
[07]				PC	Off
[08]				PC	Off
[09]				PC	Off
[10]				PC	Off
[11]				PC	Off
[12]				PC	Off
[13]				PC	Off
[14]				PC	Off
[15]				PC	Off
[16]				PC	Off
[17]				PC	Off
[18]				PC	Off
[19]				PC	Off
[20]				PC	Off
[21]				PC	Off

[Enter Characters] Max digits = 15. Available characters = All characters.

Enter

Retrieving completed 10.74.229.252

Help Bar:	Input or operation guide help is indicated.
Status Indicator:	Communication status and the latest communication result are indicated.

Menus and Icons

Menu		Toolbar icon	Description
File	New	🗋	Creates a new blank file.
	Open	📂	Opens an existing file.
	Close		Closes the active file.
	Save	💾	Saves the settings to a file with its current name.
	Save As		Saves the settings to a file with a new name.
	File Information		Displays or changes the addresses of the device.
	Font		Selects the font which will print on reports.
	Print	🖨	Prints the active folder content.
	Delete		Deletes the file.
	Export file		Exports the active folder contents to a text file.
	Import		Imports the activate contents from a text file.
	Exit		Shuts down the application.
	Quit		Closes the active window without saving data.
Edit	Cut		Removes selected lines and places them on the clipboard.
	Copy		Copies selection lines to the clipboard.

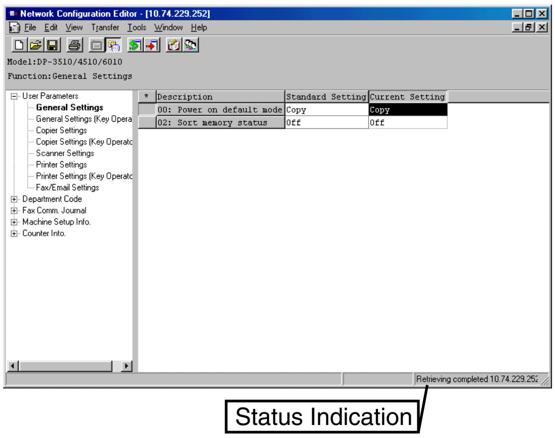
Main Window

Menu		Toolbar icon	Description
	Paste		Pastes the contents of the clipboard at the insertion point of the line.
	Insert Line		Inserts a line at the insertion point of the line.
	Delete Line		Deletes a line at the deletion point of the line.
	Find Parameter		Searches for specified text in the active file.
	Set to default		Sets all settings of the active folder to its default settings.
View	List Mode		Displays list mode.
	Detail Mode		Displays detail mode.
	Sort		Selects the display sort mode.
	Toolbar		Shows or hides the Toolbar.
	Status Bar		Shows or hides the Status Bar.
	Font		Selects the display font.
Transfer	Retrieve		Retrieves the current settings from the device.
	Write		Writes the settings to the device. Selects either All data or Department Codes only.
	Display Log		Displays the transfer log.
Tools	Device Address List		Opens the Device Address List dialog.
	Device Group List		Opens the Device Group List dialog.
	Options | General		Opens the General setting dialog.
	Options | FTP Configuration		Opens the FTP Settings dialog.
Window	Tile Horizontal		Arranges the open windows in smaller sizes to all fit in the same window horizontally.
	Tile Vertical		Arranges the open windows in smaller sizes to all fit in the same window vertically.
	Cascade		Causes all windows to overlap so that each title bar is visible.
	Close All		Closes all open windows.
Help	Help Topics		Displays Help Topics.
	Supported Models		Displays a list of supported models.
	About		Displays information about Network Configuration Editor / Address Book Editor.

Basic Operation

Retrieve Data

1


Network Configuration Editor - [10.74.229.252]
File Edit View Transfer Tools Window Help
Model:DP-3510/4510/6010
Function:General Settings
User Parameters
General Settings
General Settings (Key Opera
Copier Settings
Copier Settings (Key Operato
Scanner Settings
Printer Settings
Printer Settings (Key Operato
Fax/Email Settings
Department Code
Fax Comm. Journal
Machine Setup Info.
Counter Info.
Retrieving completed 10.74.229.25

Description	Standard Setting	Current Setting
00: Power on default mode	Copy	Copy
02: Sort memory status	Off	Off

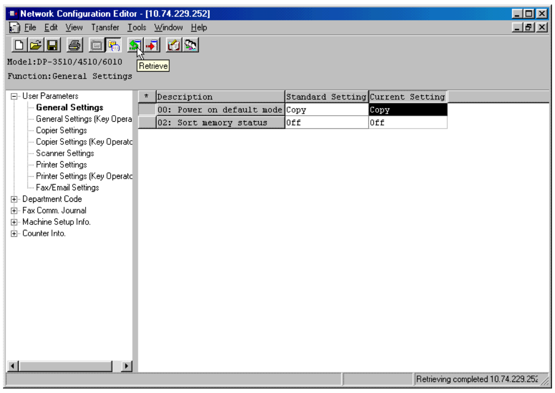
Status Indication

When Network Configuration Editor or Network Address Book Editor is started from Network Device Locator or the pre-installed shortcut, it connects to the device, retrieves the data, and then displays it automatically.

A Process status is indicated in the bottom right side of the window.

Note: *If the device password is changed (Key Operator Code) from the default value (0000), it is not possible to retrieve the data. In this case, enter the password in advance to the* ***Default Password*** *in the* ***Tools*** *→* ***Options*** *→* ***FTP Configuration...****.*

2


Network Configuration Editor - [10.74.229.252]
File Edit View Transfer Tools Window Help
Retrieve
Model:DP-3510/4510/6010
Function:General Settings
User Parameters
General Settings
General Settings (Key Opera
Copier Settings
Copier Settings (Key Operato
Scanner Settings
Printer Settings
Printer Settings (Key Operato
Fax/Email Settings
Department Code
Fax Comm. Journal
Machine Setup Info.
Counter Info.
Retrieving completed 10.74.229.25

Description	Standard Setting	Current Setting
00: Power on default mode	Copy	Copy
02: Sort memory status	Off	Off

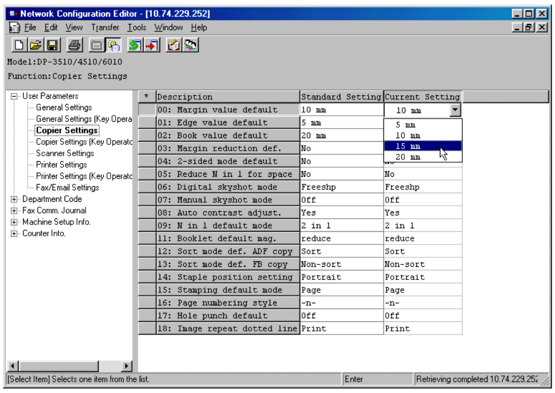
If you want to retrieve the latest data again from the device, click the icon, or select **Retrieve** from the **Transfer** menu.

Note: *If the device is in an operating condition (copying, printing, etc...), it is not possible to retrieve the data (Retrieving error). Try again later after the device enters the standby condition.*

Basic Operation

Edit Data

1 Network Configuration Editor


Network Configuration Editor - [10.74.229.252]
File Edit View Transfer Tools Window Help
User Parameters
General Settings
General Settings (Key Opera
Copier Settings
Copier Settings (Key Operatc
Scanner Settings
Printer Settings
Printer Settings (Key Operatc
Fax/Email Settings
Department Code
Fax Comm. Journal
Machine Setup Info.
Counter Into.
5 mm
10 mm
15 mm
20 mm

Model:DP-3510/4510/6010
Function:Copier Settings

*	Description	Standard Setting	Current Setting
	00: Margin value default	10 mm	10 mm
	01: Edge value default	5 mm	
	02: Book value default	20 mm	
	03: Margin reduction def.	No	
	04: 2-sided mode default	No	
	05: Reduce N in 1 for space	No	No
	06: Digital skyshot mode	Freeshp	Freeshp
	07: Manual skyshot mode	Off	Off
	08: Auto contrast adjust.	Yes	Yes
	09: N in 1 default mode	2 in 1	2 in 1
	11: Booklet default mag.	reduce	reduce
	12: Sort mode def. ADF copy	Sort	Sort
	13: Sort mode def. FB copy	Non-sort	Non-sort
	14: Staple position setting	Portrait	Portrait
	15: Stamping default mode	Page	Page
	16: Page numbering style	-n-	-n-
	17: Hole punch default	Off	Off
	18: Image repeat dotted line	Print	Print

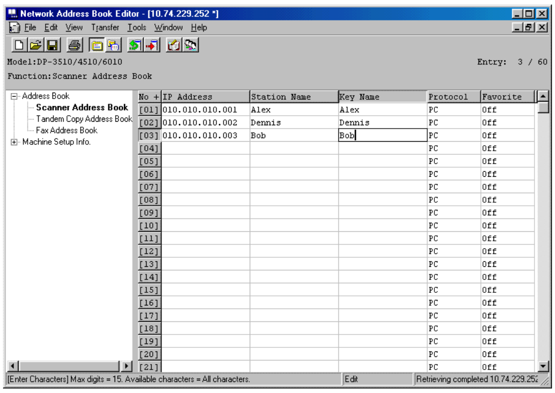
[Select Item] Selects one item from the list. | Enter | Retrieving completed 10.74.229.252

Modify parameters using Network Configuration Editor.

When a function is chosen in the left pane of the window, the display of the right pane changes.

Note: *Fields on the left show what items have been changed.*
**: An item which is different from default setting.*
#: An item that has been changed.

2 Network Address Book Editor


Network Address Book Editor - [10.74.229.252 *]
File Edit View Transfer Tools Window Help
Address Book
Scanner Address Book
Tandem Copy Address Book
Fax Address Book
Machine Setup Info.

Model:DP-3510/4510/6010 Entry: 3 / 60
Function:Scanner Address Book

No +	IP Address	Station Name	Key Name	Protocol	Favorite
[01]	010.010.010.001	Alex	Alex	PC	Off
[02]	010.010.010.002	Dennis	Dennis	PC	Off
[03]	010.010.010.003	Bob	Bob	PC	Off
[04]				PC	Off
[05]				PC	Off
[06]				PC	Off
[07]				PC	Off
[08]				PC	Off
[09]				PC	Off
[10]				PC	Off
[11]				PC	Off
[12]				PC	Off
[13]				PC	Off
[14]				PC	Off
[15]				PC	Off
[16]				PC	Off
[17]				PC	Off
[18]				PC	Off
[19]				PC	Off
[20]				PC	Off
[21]				PC	Off

[Enter Characters] Max digits = 15. Available characters = All characters. | Edit | Retrieving completed 10.74.229.252

Modify, add or delete Address Book entries using Network Address Book Editor.

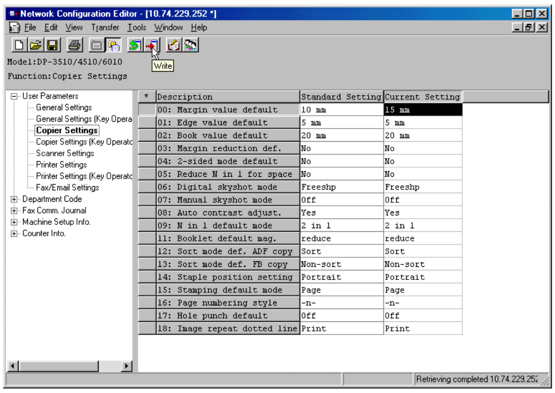
The type of Address Book to view or work with is chosen in the left pane of the window.

Note:
1. *The Tandem Copy Address Book is available only when the optional Hard Disk Drive Unit (DA-HD30/HD60) is installed in the device.*
2. *The Fax Address Book is available only when the optional Fax Communication Board (DA--FG300/FG600) is installed in the device.*
3. *Before switching from the 200 to the 1,000 station Address Book style, please contact your authorized servicing dealer to initialize the existing Auto Dialers.*

Basic Operation

Write Data

1


Network Configuration Editor - [10.74.229.252 *]
File Edit View Transfer Tools Window Help
Write
User Parameters
General Settings
General Settings (Key Opera
Copier Settings
Copier Settings (Key Operato
Scanner Settings
Printer Settings
Printer Settings (Key Operato
Fax/Email Settings
Department Code
Fax Comm. Journal
Machine Setup Info.
Counter Info.

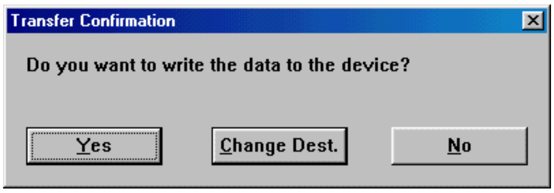
Model:DP-3510/4510/6010
Function:Copier Settings

*	Description	Standard Setting	Current Setting
	00: Margin value default	10 mm	15 mm
	01: Edge value default	5 mm	5 mm
	02: Book value default	20 mm	20 mm
	03: Margin reduction def.	No	No
	04: 2-sided mode default	No	No
	05: Reduce N in 1 for space	No	No
	06: Digital skyshot mode	Freeshp	Freeshp
	07: Manual skyshot mode	Off	Off
	08: Auto contrast adjust.	Yes	Yes
	09: N in 1 default mode	2 in 1	2 in 1
	11: Booklet default mag.	reduce	reduce
	12: Sort mode def. ADF copy	Sort	Sort
	13: Sort mode def. FB copy	Non-sort	Non-sort
	14: Staple position setting	Portrait	Portrait
	15: Stamping default mode	Page	Page
	16: Page numbering style	-n-	-n-
	17: Hole punch default	Off	Off
	18: Image repeat dotted line	Print	Print

Retrieving completed 10.74.229.252

If you want to write the edited data to the device, click the ▣ icon, or select **Write** from the **Transfer** menu.

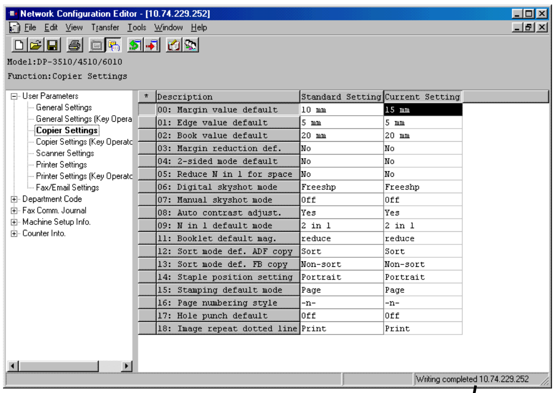
2


Transfer Confirmation
Yes
Change Dest.
No

Do you want to write the data to the device?

Select Yes to start writing to the device.

3


Network Configuration Editor - [10.74.229.252]
File Edit View Transfer Tools Window Help
User Parameters
General Settings
General Settings (Key Opera
Copier Settings
Copier Settings (Key Operato
Scanner Settings
Printer Settings
Printer Settings (Key Operato
Fax/Email Settings
Department Code
Fax Comm. Journal
Machine Setup Info.
Counter Info.

Model:DP-3510/4510/6010
Function:Copier Settings

*	Description	Standard Setting	Current Setting
	00: Margin value default	10 mm	15 mm
	01: Edge value default	5 mm	5 mm
	02: Book value default	20 mm	20 mm
	03: Margin reduction def.	No	No
	04: 2-sided mode default	No	No
	05: Reduce N in 1 for space	No	No
	06: Digital skyshot mode	Freeshp	Freeshp
	07: Manual skyshot mode	Off	Off
	08: Auto contrast adjust.	Yes	Yes
	09: N in 1 default mode	2 in 1	2 in 1
	11: Booklet default mag.	reduce	reduce
	12: Sort mode def. ADF copy	Sort	Sort
	13: Sort mode def. FB copy	Non-sort	Non-sort
	14: Staple position setting	Portrait	Portrait
	15: Stamping default mode	Page	Page
	16: Page numbering style	-n-	-n-
	17: Hole punch default	Off	Off
	18: Image repeat dotted line	Print	Print

Writing completed 10.74.229.252

Status Indication

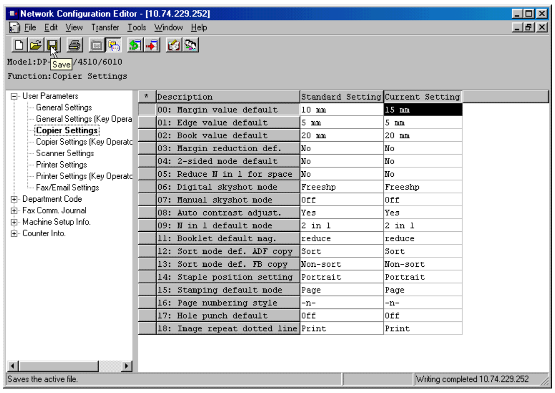
Process status is indicated in the bottom right side of the window.

Note: *If the device is in an operating condition (copying, printing, etc...), it is not possible to write the data (Writing error). Try again later after the device enters the standby condition.*

Advanced Operation

Save retrieved data file

1


Network Configuration Editor - [10.74.229.252]
File Edit View Transfer Tools Window Help
Save
User Parameters
General Settings
General Settings (Key Opera
Copier Settings
Copier Settings (Key Operato
Scanner Settings
Printer Settings
Printer Settings (Key Operato
Fax/Email Settings
Department Code
Fax Comm. Journal
Machine Setup Info.
Counter Info.

Model:DP-/4510/6010
Function:Copier Settings

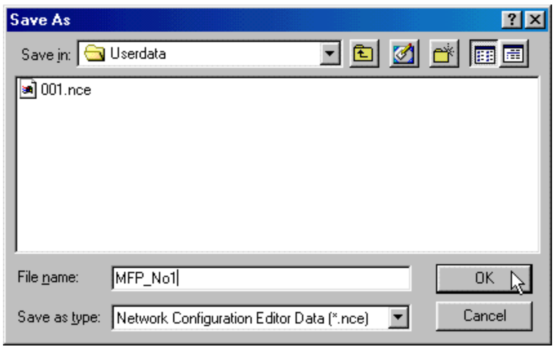
*	Description	Standard Setting	Current Setting
	00: Margin value default	10 mm	15 mm
	01: Edge value default	5 mm	5 mm
	02: Book value default	20 mm	20 mm
	03: Margin reduction def.	No	No
	04: 2-sided mode default	No	No
	05: Reduce N in 1 for space	No	No
	06: Digital skyshot mode	Freeshp	Freeshp
	07: Manual skyshot mode	Off	Off
	08: Auto contrast adjust.	Yes	Yes
	09: N in 1 default mode	2 in 1	2 in 1
	11: Booklet default mag.	reduce	reduce
	12: Sort mode def. ADF copy	Sort	Sort
	13: Sort mode def. FB copy	Non-sort	Non-sort
	14: Staple position setting	Portrait	Portrait
	15: Stamping default mode	Page	Page
	16: Page numbering style	-n-	-n-
	17: Hole punch default	Off	Off
	18: Image repeat dotted line	Print	Print

Saves the active file.

Writing completed 10.74.229.252

To save the retrieved setting data, click the 💾 icon, or select **Save As** from the **File** menu.

2


Save As
Save in:
001.nce
OK
Cancel

Save in: Userdata

File name: MFP_No1

Save as type: Network Configuration Editor Data (*.nce)

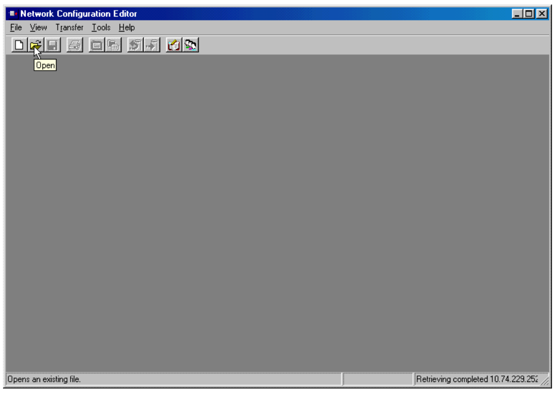
To Save File:

1. Select an existing file from the list or enter a new file name.
2. Click the OK button.
   The data is saved to a file.

Advanced Operation

Open saved file

1


Network Configuration Editor
File View Transfer Tools Help
Open

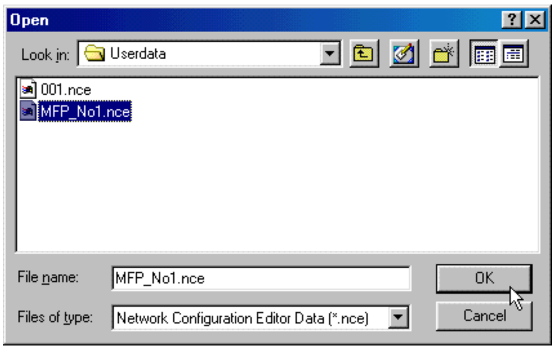
Opens an existing file.

Retrieving completed 10.74.229.25

To open a saved file, click the 📂 icon, or select **Open** from the **File** menu.

Note: *To start Network Configuration Editor or Network Address Book Editor, click [Configuration Editor] or [Address Book Editor] without selecting the device in the Network Device Locator. The editor will open without retrieving data from the device.*

2


Open
Look in:
001.nce
MFP_No1.nce
OK
Cancel

Look in: Userdata

File name: MFP_No1.nce

Files of type: Network Configuration Editor Data (*.nce)

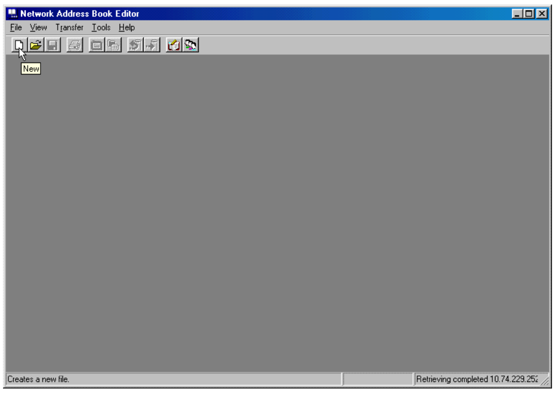
To open a file:

1. Select a file from the list.
2. Click the OK button.

Advanced Operation

Create new file

1


Network Address Book Editor
File View Transfer Tools Help
New

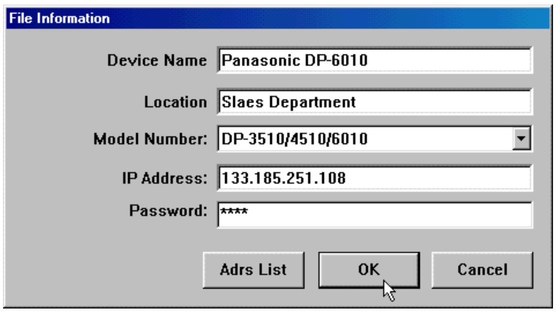
Creates a new file.

Retrieving completed 10.74.229.25

To create a new file, for example to perform registration of an address book without connecting to the device, click the 🗋 icon, or select **New** from the File menu.

Note: *To start Network Editor, click [Configuration Editor] or [Address Book Editor] without selecting the device in the Network Device Locator. The editor will open without retrieving data from the device.*

2


File Information
Adrs List
OK
Cancel

Device Name Panasonic DP-6010

Location Slaes Department

Model Number: DP-3510/4510/6010

IP Address: 133.185.251.108

Password: ****

The File Information window appears.

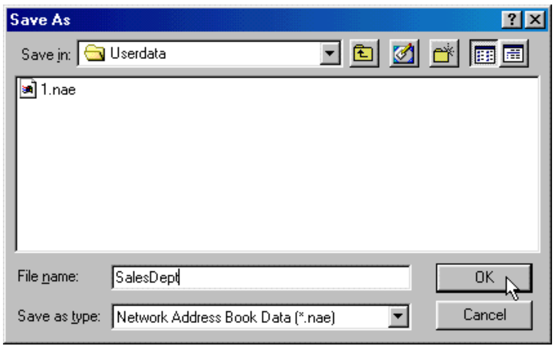
Click ▼ to select the model number.

Enter the device name, location and IP Address of the device (optional).

Enter the login password (Key Operator Code) of the device (optional).

Click the OK button.

3


Save As
Save in: Userdata
1.nae
OK
Cancel

File name: SalesDept

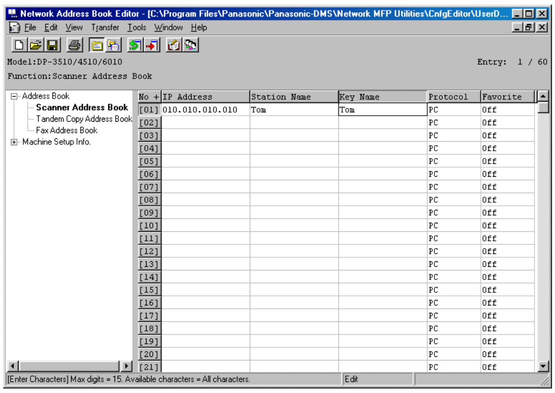
Save as type: Network Address Book Data (*.nae)

The Save As window appears.

Enter a new file name.

Click the OK button.

4


Network Address Book Editor - [C:\Program Files\Panasonic\Panasonic-DMS\Network MFP Utilities\CnfgEditor\UserD...
File Edit View Transfer Tools Window Help
Address Book
Scanner Address Book
Tandem Copy Address Book
Fax Address Book
Machine Setup Info.
Edit

Model:DP-3510/4510/6010 Entry: 1 / 60

Function:Scanner Address Book

No +	IP Address	Station Name	Key Name	Protocol	Favorite
[01]	010.010.010.010	Tom	Tom	PC	Off
[02]				PC	Off
[03]				PC	Off
[04]				PC	Off
[05]				PC	Off
[06]				PC	Off
[07]				PC	Off
[08]				PC	Off
[09]				PC	Off
[10]				PC	Off
[11]				PC	Off
[12]				PC	Off
[13]				PC	Off
[14]				PC	Off
[15]				PC	Off
[16]				PC	Off
[17]				PC	Off
[18]				PC	Off
[19]				PC	Off
[20]				PC	Off
[21]				PC	Off

[Enter Characters] Max digits = 15. Available characters = All characters.

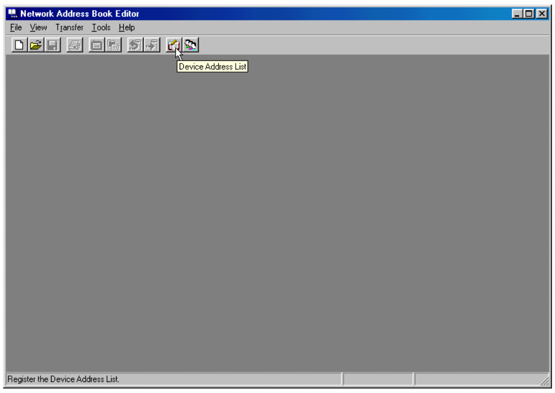
The editing window appears.

Edit items as necessary.

Advanced Operation

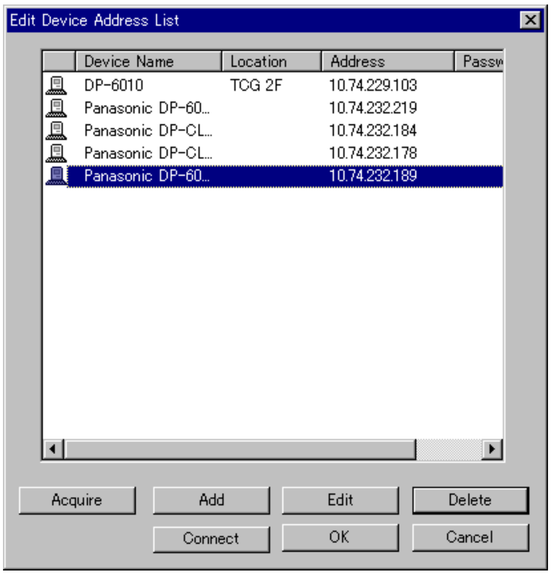
Registering the Device Address List

1


Network Address Book Editor
File View Transfer Tools Help
Device Address List
Register the Device Address List.

To open the Device Address List, click the icon.

2


Edit Device Address List
Acquire
Add
Edit
Delete
Connect
OK
Cancel

Device Name	Location	Address	Passw
DP-6010	TCG 2F	10.74.229.103	
Panasonic DP-60...		10.74.232.219	
Panasonic DP-CL...		10.74.232.184	
Panasonic DP-CL...		10.74.232.178	
Panasonic DP-60...		10.74.232.189	

Click the:

Acquire button:
To acquire the network address list of the Network Device Locator.

Add... button:
To enter a new address setting into the dialog boxes.

Edit button:
To select the address that you want to edit and edit the current settings.

Delete button:
To select the address that you want to delete.

Connect button:
To connect the address that you want to retrieve and display the data.

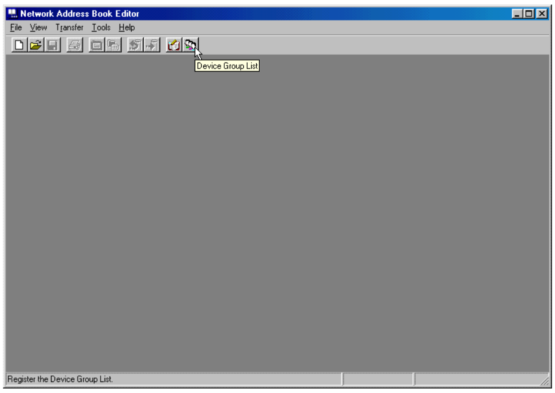
OK button:
To make the changes effective, and to close the window.

Cancel button:
To discard all changes and close the window.

Advanced Operation

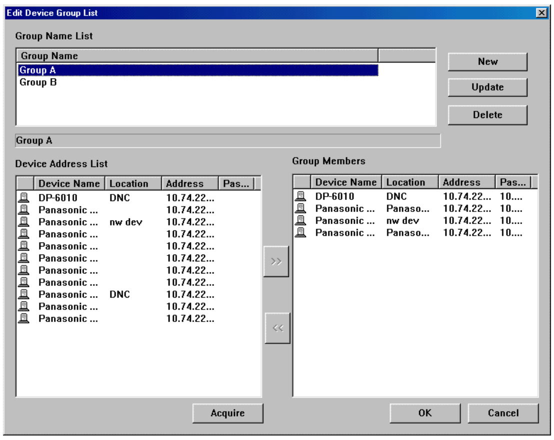
Registering the Group List

1


Network Address Book Editor
File View Transfer Tools Help
Device Group List
Register the Device Group List.

To open the Device Group List, click the icon.

2


Edit Device Group List
Group Name List
New
Update
Delete
Device Address List
Group Members
>>
<<
Acquire
OK
Cancel

Group Name
Group A
Group B

Group A

Device Address List

Device Name	Location	Address	Pas...
DP-6010	DNC	10.74.22...	
Panasonic ...		10.74.22...	
Panasonic ...	nw dev	10.74.22...	
Panasonic ...		10.74.22...	
Panasonic ...		10.74.22...	
Panasonic ...		10.74.22...	
Panasonic ...		10.74.22...	
Panasonic ...		10.74.22...	
Panasonic ...	DNC	10.74.22...	
Panasonic ...		10.74.22...	
Panasonic ...		10.74.22...	

Group Members

Device Name	Location	Address	Pas...
DP-6010	DNC	10.74.22...	10....
Panasonic ...	Panaso...	10.74.22...	10....
Panasonic ...	nw dev	10.74.22...	10....
Panasonic ...	Panaso...	10.74.22...	10....

The Group Name List, lists the registered groups.

Click the:

New button:
To create a new group.
Enter a name and click OK.

Update button:
To change the name of the selected group.
Enter a new name and click OK.

Delete button:
To delete the selected group.

The Device Address List, lists the addresses of registered devices.

Click the:

Acquire button:
To acquire your network address list that the Network Device Locator detected.

The Group Member section lists registered addresses for the selected group.

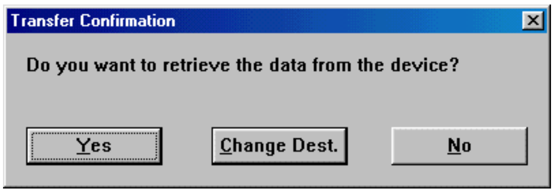
Use the >> << buttons to add or delete the selected address from the group members.

Advanced Operation

Using the Device Address List and Device Group List

The destination can be specified in the Address Book or Group List.

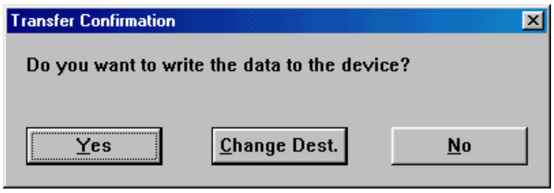
1



Transfer Confirmation

Do you want to retrieve the data from the device?

Yes
Change Dest.
No



Transfer Confirmation

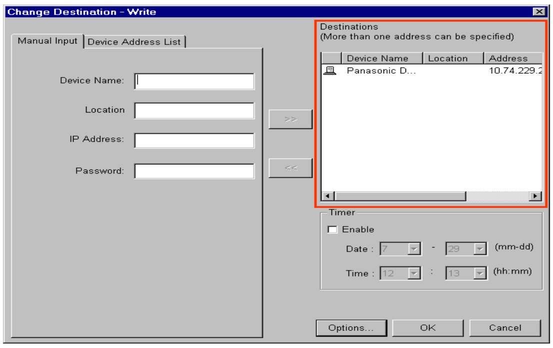
Do you want to write the data to the device?

Yes
Change Dest.
No

The confirmation window appears before retrieving or writing data.

Click the Change Dest. button.

2



Change Destination - Write

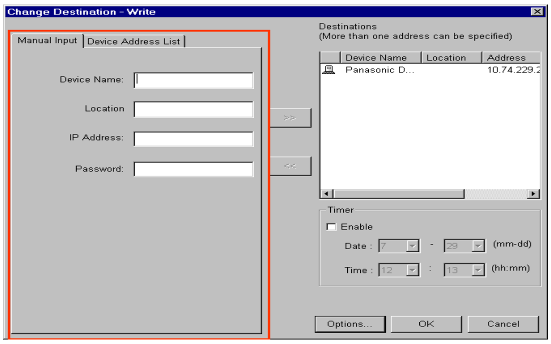
Destinations
(More than one address can be specified)

	Device Name	Location	Address
	Panasonic D...		10.74.229.2

Manual Input
Device Address List
Device Name:
Location
IP Address:
Password:
>>
<<
Timer
☐ Enable
Date : 7 - 29 (mm-dd)
Time : 12 : 13 (hh:mm)
Options...
OK
Cancel

Destination section:
This shows the addresses currently chosen.

3



Change Destination - Write

Destinations
(More than one address can be specified)

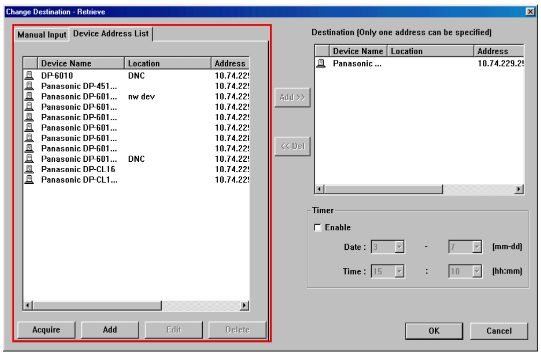
	Device Name	Location	Address
	Panasonic D...		10.74.229.2

Manual Input
Device Address List
Device Name:
Location
IP Address:
Password:
>>
<<
Timer
☐ Enable
Date : 7 - 29 (mm-dd)
Time : 12 : 13 (hh:mm)
Options...
OK
Cancel

Manual Inpu tab:

Enter the address and click the >> button to add the address to the destination.

4



Change Destination - Retrieve

	Device Name	Location	Address
	DP-6010	DNC	10.74.22!
	Panasonic DP-451...		10.74.22!
	Panasonic DP-601...	nw dev	10.74.22!
	Panasonic DP-601...		10.74.22!
	Panasonic DP-601...		10.74.22!
	Panasonic DP-601...		10.74.22!
	Panasonic DP-601...		10.74.22(
	Panasonic DP-601...		10.74.22!
	Panasonic DP-601...	DNC	10.74.22!
	Panasonic DP-CL16		10.74.22!
	Panasonic DP-CL1...		10.74.22!

Destination (Only one address can be specified)

	Device Name	Location	Address
	Panasonic ...		10.74.229.2!

Manual Input
Device Address List
Add >>
<< Del
Timer
☐ Enable
Date : 3 - 7 (mm-dd)
Time : 15 : 10 (hh:mm)
Acquire
Add
Edit
Delete
OK
Cancel

Device Address List tab:

The addresses which the Address List and Group List registered are shown.

Select an address, and add or delete it by clicking the >> or << button.

Note: *Multiple destinations can be entered only when Dept Code only is selected from the Transfer | Write menu. [Options...] is indicated when there is a writing option.*

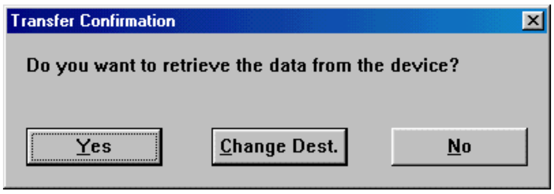
5

Click OK to return to the Confirmation window.

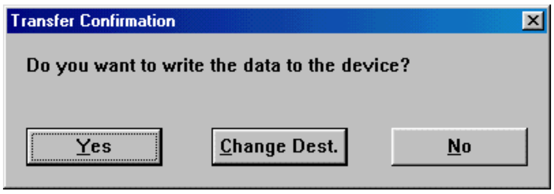
Advanced Operation

Using Timer Communication

1


Transfer Confirmation
Yes
Change Dest.
No

Do you want to retrieve the data from the device?

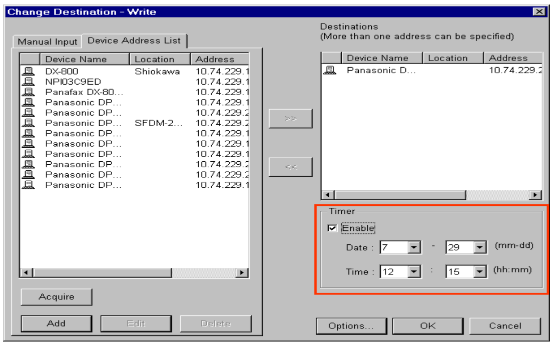

Transfer Confirmation
Yes
Change Dest.
No

Do you want to write the data to the device?

The confirmation window appears before retrieving or writing data.

Click the Change Dest. button.

2


Change Destination - Write
Manual Input
Device Address List
>>
<<
Acquire
Add
Edit
Delete
Options...
OK
Cancel

Device Name	Location	Address
DX-800	Shiokawa	10.74.229.1
NPI03C9ED		10.74.229.1
Panafax DX-80...		10.74.229.1
Panasonic DP...		10.74.229.1
Panasonic DP...		10.74.229.2
Panasonic DP...	SFDM-2...	10.74.229.2
Panasonic DP...		10.74.229.1
Panasonic DP...		10.74.229.1
Panasonic DP...		10.74.229.1
Panasonic DP...		10.74.229.2
Panasonic DP...		10.74.229.2
Panasonic DP...		10.74.229.1

Destinations
(More than one address can be specified)

Device Name	Location	Address
Panasonic D...		10.74.229.2

Timer
☑ Enable
Date : 7 - 29 (mm-dd)
Time : 12 : 15 (hh:mm)

Timer section:
Click **Enable** and select the time that you want to start communication.

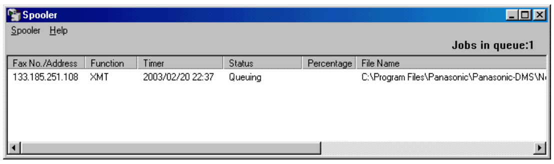
Click OK to create the job to standby in the spooler until the start time.

Cancel Timer Communication

1

Click **Spooler** in the taskbar to open the Spooler.

2


Spooler
Spooler
Help

Jobs in queue:1

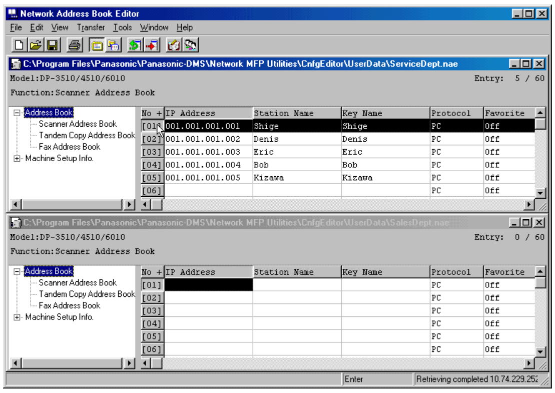
Fax No./Address	Function	Timer	Status	Percentage	File Name
133.185.251.108	XMT	2003/02/20 22:37	Queuing		C:\Program Files\Panasonic\Panasonic-DMS\N

If you need to cancel the job, select the job and choose **Delete** from the **Spooler** menu.

Advanced Operation

Editing the Address Book Editor – Copy and Paste Address Book data

1


Network Address Book Editor
File Edit View Transfer Tools Window Help
Address Book
Scanner Address Book
Tandem Copy Address Book
Fax Address Book
Machine Setup Info.
Enter

C:\Program Files\Panasonic\Panasonic-DMS\Network MFP Utilities\CnfgEditor\UserData\ServiceDept.nae

Model:DP-3510/4510/6010 Entry: 5 / 60

Function:Scanner Address Book

No +	IP Address	Station Name	Key Name	Protocol	Favorite
[01]	001.001.001.001	Shige	Shige	PC	Off
[02]	001.001.001.002	Denis	Denis	PC	Off
[03]	001.001.001.003	Eric	Eric	PC	Off
[04]	001.001.001.004	Bob	Bob	PC	Off
[05]	001.001.001.005	Kizawa	Kizawa	PC	Off
[06]				PC	Off

C:\Program Files\Panasonic\Panasonic-DMS\Network MFP Utilities\CnfgEditor\UserData\SalesDept.nae

Model:DP-3510/4510/6010 Entry: 0 / 60

Function:Scanner Address Book

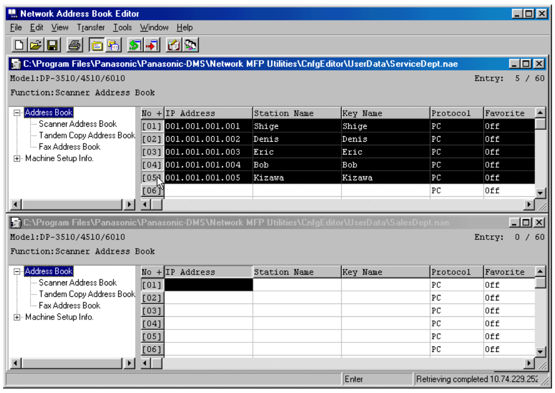
No +	IP Address	Station Name	Key Name	Protocol	Favorite
[01]				PC	Off
[02]				PC	Off
[03]				PC	Off
[04]				PC	Off
[05]				PC	Off
[06]				PC	Off

Retrieving completed 10.74.229.252

Open the source data file and target data file. (See page 179)

Select **Window** →**Tile Horizontal**.

2


Network Address Book Editor
File Edit View Transfer Tools Window Help
Address Book
Scanner Address Book
Tandem Copy Address Book
Fax Address Book
Machine Setup Info.
Enter

C:\Program Files\Panasonic\Panasonic-DMS\Network MFP Utilities\CnfgEditor\UserData\ServiceDept.nae

Model:DP-3510/4510/6010 Entry: 5 / 60

Function:Scanner Address Book

No +	IP Address	Station Name	Key Name	Protocol	Favorite
[01]	001.001.001.001	Shige	Shige	PC	Off
[02]	001.001.001.002	Denis	Denis	PC	Off
[03]	001.001.001.003	Eric	Eric	PC	Off
[04]	001.001.001.004	Bob	Bob	PC	Off
[05]	001.001.001.005	Kizawa	Kizawa	PC	Off
[06]				PC	Off

C:\Program Files\Panasonic\Panasonic-DMS\Network MFP Utilities\CnfgEditor\UserData\SalesDept.nae

Model:DP-3510/4510/6010 Entry: 0 / 60

Function:Scanner Address Book

No +	IP Address	Station Name	Key Name	Protocol	Favorite
[01]				PC	Off
[02]				PC	Off
[03]				PC	Off
[04]				PC	Off
[05]				PC	Off
[06]				PC	Off

Retrieving completed 10.74.229.252

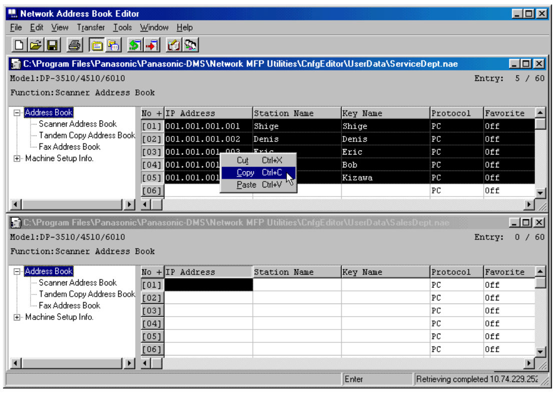
Select the range that you want to copy.

Click on the first number that you want to copy and then click on the last number that you want to copy while pressing **[Shift]** key.

or

Click on the first number that you want to copy and drag the mouse until you reach the last number you want to copy.

3


Network Address Book Editor
File Edit View Transfer Tools Window Help
Address Book
Scanner Address Book
Tandem Copy Address Book
Fax Address Book
Machine Setup Info.
Cut Ctrl+X
Copy Ctrl+C
Paste Ctrl+V
Enter

C:\Program Files\Panasonic\Panasonic-DMS\Network MFP Utilities\CnfgEditor\UserData\ServiceDept.nae

Model:DP-3510/4510/6010 Entry: 5 / 60

Function:Scanner Address Book

No +	IP Address	Station Name	Key Name	Protocol	Favorite
[01]	001.001.001.001	Shige	Shige	PC	Off
[02]	001.001.001.002	Denis	Denis	PC	Off
[03]	001.001.001.003	Eric	Eric	PC	Off
[04]	001.001.001		Bob	PC	Off
[05]	001.001.001		Kizawa	PC	Off
[06]				PC	Off

C:\Program Files\Panasonic\Panasonic-DMS\Network MFP Utilities\CnfgEditor\UserData\SalesDept.nae

Model:DP-3510/4510/6010 Entry: 0 / 60

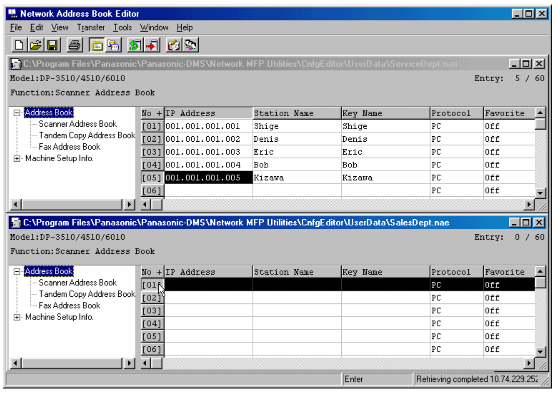
Function:Scanner Address Book

No +	IP Address	Station Name	Key Name	Protocol	Favorite
[01]				PC	Off
[02]				PC	Off
[03]				PC	Off
[04]				PC	Off
[05]				PC	Off
[06]				PC	Off

Retrieving completed 10.74.229.252

Right-click on the selection and select **Copy**, or select **Copy** from the Edit menu.

4


Network Address Book Editor
File Edit View Transfer Tools Window Help
Address Book
Scanner Address Book
Tandem Copy Address Book
Fax Address Book
Machine Setup Info.
Enter

C:\Program Files\Panasonic\Panasonic-DMS\Network MFP Utilities\CnfgEditor\UserData\ServiceDept.nae

Model:DP-3510/4510/6010 Entry: 5 / 60

Function:Scanner Address Book

No +	IP Address	Station Name	Key Name	Protocol	Favorite
[01]	001.001.001.001	Shige	Shige	PC	Off
[02]	001.001.001.002	Denis	Denis	PC	Off
[03]	001.001.001.003	Eric	Eric	PC	Off
[04]	001.001.001.004	Bob	Bob	PC	Off
[05]	001.001.001.005	Kizawa	Kizawa	PC	Off
[06]				PC	Off

C:\Program Files\Panasonic\Panasonic-DMS\Network MFP Utilities\CnfgEditor\UserData\SalesDept.nae

Model:DP-3510/4510/6010 Entry: 0 / 60

Function:Scanner Address Book

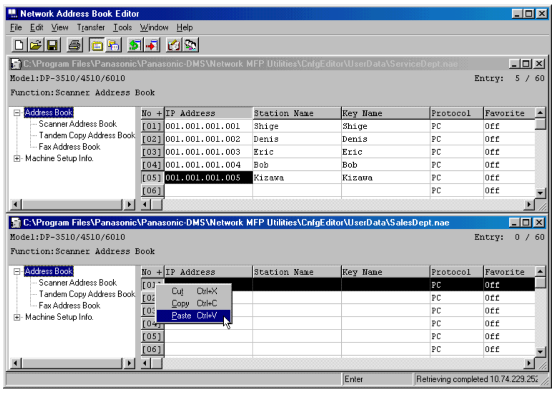
No +	IP Address	Station Name	Key Name	Protocol	Favorite
[01]				PC	Off
[02]				PC	Off
[03]				PC	Off
[04]				PC	Off
[05]				PC	Off
[06]				PC	Off

Retrieving completed 10.74.229.252

Click on the first number where you want to paste the data.

Advanced Operation

5 Right-click and select **Paste**, or select **Paste** from the Edit menu.


Network Address Book Editor
File Edit View Transfer Tools Window Help
Address Book
Scanner Address Book
Tandem Copy Address Book
Fax Address Book
Machine Setup Info.
Cut Ctrl+X
Copy Ctrl+C
Paste Ctrl+V
Enter

C:\Program Files\Panasonic\Panasonic-DMS\Network MFP Utilities\CnfgEditor\UserData\ServiceDept.nae

Model:DP-3510/4510/6010 Entry: 5 / 60

Function:Scanner Address Book

No +	IP Address	Station Name	Key Name	Protocol	Favorite
[01]	001.001.001.001	Shige	Shige	PC	Off
[02]	001.001.001.002	Denis	Denis	PC	Off
[03]	001.001.001.003	Eric	Eric	PC	Off
[04]	001.001.001.004	Bob	Bob	PC	Off
[05]	001.001.001.005	Kizawa	Kizawa	PC	Off
[06]				PC	Off

C:\Program Files\Panasonic\Panasonic-DMS\Network MFP Utilities\CnfgEditor\UserData\SalesDept.nae

Model:DP-3510/4510/6010 Entry: 0 / 60

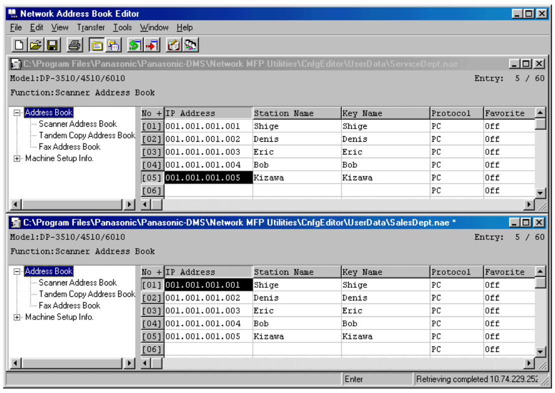
Function:Scanner Address Book

No +	IP Address	Station Name	Key Name	Protocol	Favorite
[01]				PC	Off
[02]				PC	Off
[03]				PC	Off
[04]				PC	Off
[05]				PC	Off
[06]				PC	Off

Retrieving completed 10.74.229.252

6 The data is pasted at the designated point.

Note: *The data which exceeds the maximum number of allowable addresses will be lost.*


Network Address Book Editor
File Edit View Transfer Tools Window Help
Address Book
Scanner Address Book
Tandem Copy Address Book
Fax Address Book
Machine Setup Info.
Enter

C:\Program Files\Panasonic\Panasonic-DMS\Network MFP Utilities\CnfgEditor\UserData\ServiceDept.nae

Model:DP-3510/4510/6010 Entry: 5 / 60

Function:Scanner Address Book

No +	IP Address	Station Name	Key Name	Protocol	Favorite
[01]	001.001.001.001	Shige	Shige	PC	Off
[02]	001.001.001.002	Denis	Denis	PC	Off
[03]	001.001.001.003	Eric	Eric	PC	Off
[04]	001.001.001.004	Bob	Bob	PC	Off
[05]	001.001.001.005	Kizawa	Kizawa	PC	Off
[06]				PC	Off

C:\Program Files\Panasonic\Panasonic-DMS\Network MFP Utilities\CnfgEditor\UserData\SalesDept.nae *

Model:DP-3510/4510/6010 Entry: 5 / 60

Function:Scanner Address Book

No +	IP Address	Station Name	Key Name	Protocol	Favorite
[01]	001.001.001.001	Shige	Shige	PC	Off
[02]	001.001.001.002	Denis	Denis	PC	Off
[03]	001.001.001.003	Eric	Eric	PC	Off
[04]	001.001.001.004	Bob	Bob	PC	Off
[05]	001.001.001.005	Kizawa	Kizawa	PC	Off
[06]				PC	Off

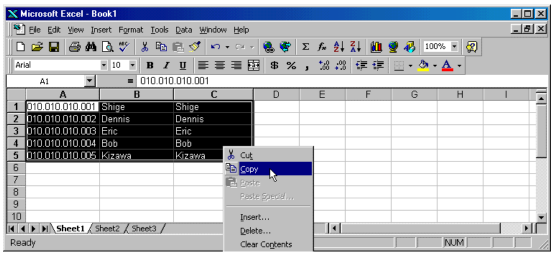
Retrieving completed 10.74.229.252

Advanced Operation

Editing Address Book Editor – Import Address Book data from other application

Address Book data created using other applications, such as Microsoft Excel, can be imported.

1


Microsoft Excel - Book1
File Edit View Insert Format Tools Data Window Help
Arial 10
100%
Cut
Copy
Paste
Paste Special...
Insert...
Delete...
Clear Contents
Sheet1 Sheet2 Sheet3
Ready
NUM

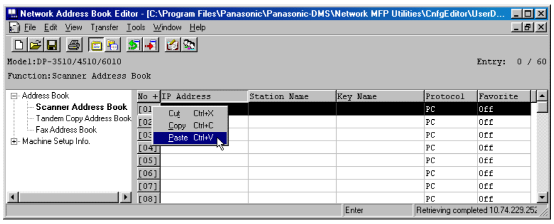
A1 = 010.010.010.001

	A	B	C
1	010.010.010.001	Shige	Shige
2	010.010.010.002	Dennis	Dennis
3	010.010.010.003	Eric	Eric
4	010.010.010.004	Bob	Bob
5	010.010.010.005	Kizawa	Kizawa

Copy the Address Book data from the other application.

The data format must be Address (IP Address/ Fax number/Email Address), Destination Name and Key Name.

2


Network Address Book Editor - [C:\Program Files\Panasonic\Panasonic-DMS\Network MFP Utilities\CnfgEditor\UserD...
File Edit View Transfer Tools Window Help
Address Book
Scanner Address Book
Tandem Copy Address Book
Fax Address Book
Machine Setup Info.
Cut Ctrl+X
Copy Ctrl+C
Paste Ctrl+V
Enter

Model:DP-3510/4510/6010 Entry: 0 / 60

Function:Scanner Address Book

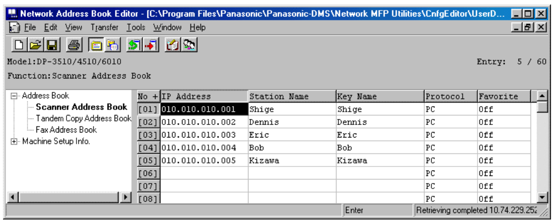
No +	IP Address	Station Name	Key Name	Protocol	Favorite
[01]				PC	Off
[02]				PC	Off
[03]				PC	Off
[04]				PC	Off
[05]				PC	Off
[06]				PC	Off
[07]				PC	Off
[08]				PC	Off

Retrieving completed 10.74.229.252

Click on the number where you want to paste the data.

Right-click and select **Paste**, or select **Paste** from the Edit menu.

3


Network Address Book Editor - [C:\Program Files\Panasonic\Panasonic-DMS\Network MFP Utilities\CnfgEditor\UserD...
File Edit View Transfer Tools Window Help
Address Book
Scanner Address Book
Tandem Copy Address Book
Fax Address Book
Machine Setup Info.
Enter

Model:DP-3510/4510/6010 Entry: 5 / 60

Function:Scanner Address Book

No +	IP Address	Station Name	Key Name	Protocol	Favorite
[01]	010.010.010.001	Shige	Shige	PC	Off
[02]	010.010.010.002	Dennis	Dennis	PC	Off
[03]	010.010.010.003	Eric	Eric	PC	Off
[04]	010.010.010.004	Bob	Bob	PC	Off
[05]	010.010.010.005	Kizawa	Kizawa	PC	Off
[06]				PC	Off
[07]				PC	Off
[08]				PC	Off

Retrieving completed 10.74.229.252

Data is pasted at the designated point.

Note: *The data which exceeds the maximum number of allowable addresses will be lost.*

Printing Operation Fails

If the printing operation fails, check the following items first:

- The connection cable (Parallel/USB cable or Ethernet LAN cable) is properly connected.
- Power of the device is turned ON.
- Paper is loaded properly in the device.
- An error message is not displayed on the device. (See Note 1)

The above points can be verified by printing a test page. Refer to the following for procedures on test page printing:

Windows 98/Me	[General Tab]	(See page 43)
Windows NT 4.0	[General Tab]	(See page 51)
Windows 2000/XP	[General Tab]	(See page 62)

NOTE

1. The status of the devices can be verified by the status monitor (See page 168).

Document is Not Printed Correctly

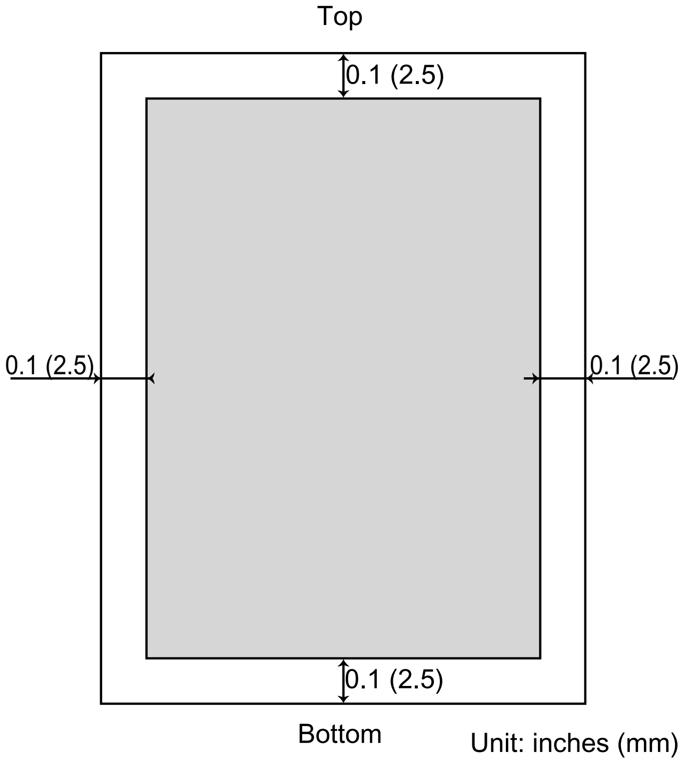
Problem	Possible Solution(s)
Printing position is wrong or print is missing at the edge.	Paper size or printing orientation is different between the application settings and the printer driver settings. Specify the settings again. The specified paper has not been loaded on the device. Specify the settings again or load the appropriate paper. The document margin is not sufficient. On the machine, a margin of approx. 0.1 inch (2.5 mm) or more is required at the sheet edges. (Recommended printing margin) Adjust the margin correctly.
Characters and symbols not used in documents are printed.	Verify that your machine has been selected as the printer driver.
Printing operation takes excessive time.	The wait time for printing operations depends on the spool settings. Select **Spool print jobs so program finishes printing faster** in spool settings. • Reference : Windows 98/Me [Details Tab] (See page 44) Windows NT 4.0 [Scheduling Tab] (See page 53) Windows 2000/XP [Advanced Tab] (See page 65)
Although print data is transferred to the digital copier, it does not print.	• Make sure the printer is on line. • Make sure the machine is not in the **Shutdown Mode**. Press **ENERGY SAVER** key to return to standby mode. See the Operating Instructions for Copier & Network Scanner for details.

Error Messages Displayed on the Computer

Problem	Possible Solution(s)
Error in writing to LPT1/USB. Unable to write to the Specified device.	Verify that the device is connected to the computer correctly. Verify that the power of the device is turned on. Verify that the paper is properly loaded.
Error in writing to LPT1/USB. Printer timeout error occurred.	Verify that the power of the device is turned on. Excessive data volume or number of pages may overflow the device's memory, disabling data reception. Increase the timeout setting value in properties (for transmission retry). • Reference : Windows 98/Me [Details Tab] (See page 44) Windows NT 4.0 [Ports Tab] (See page 52) Windows 2000/XP [Ports Tab] (See page 64)
Printing is disabled due to an error in the current printer settings.	Differences in settings such as paper size or printing orientation exist between the application and the printer driver. Specify the correct settings.

Printing/Scanning Area

When printing to the device, there is a 0.1 inch (2.5 mm) non-printable area on all 4 sides.


Top
0.1 (2.5)
0.1 (2.5)
0.1 (2.5)
0.1 (2.5)
Bottom
Unit: inches (mm)

memo

USA Only

WARRANTY

PANASONIC DIGITAL DOCUMENT COMPANY MAKES NO WARRANTIES, GUARANTEES OR REPRESENTATIONS, EXPRESSED OR IMPLIED, TO THE CUSTOMER WITH RESPECT TO THIS PANASONIC MACHINE, INCLUDING BUT NOT LIMITED TO, ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

PANASONIC DIGITAL DOCUMENT COMPANY ASSUMES NO RISK AND SHALL NOT BE SUBJECT TO LIABILITY FOR ANY DAMAGE, INCLUDING, BUT NOT LIMITED TO DIRECT, INDIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES OR LOSS OF PROFITS SUSTAINED BY THE CUSTOMER IN CONNECTION WITH THE USE OR APPLICATION OF THIS PANASONIC MACHINE. SEE YOUR DEALER FOR DETAILS OF DEALER'S WARRANTY.

For Service, Call: ____

Panasonic Digital Document Company
Unit of Matsushita Electric Corporation of America
Two Panasonic Way
Secaucus, New Jersey 07094
Website: http://panasonic.co.jp/pcc/en/

Panasonic Canada Inc.
5770 Ambler Drive
Mississauga, Ontario L4W 2T3

For Customer Support (Except for
USA and Canada Users):
Panasonic Communications Co., Ltd.
Fukuoka, Japan
http://www.panasonic.co.jp/global/

T0303-2053
DZSD001982-2
May 2003
Published in Japan